



**ELM CITY BOARD OF COMMISSIONERS
TUESDAY, OCTOBER 14, 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 October 14, 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, Marsha Wells (hereinafter "Comm. Wells")
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 9, 2014, meeting.

MOTION: Comm. Cooke made motion to approve the September 9, 2014, meeting minutes; seconded by Comm. Childress. Motion passed by unanimous vote.

4. Admin. Russell's Report

A. Tree Removal Quote: A portion of the large oak tree damaged at the Corner of East Wilson and South Branch Street is within the Town right of way. Quotes have been received as follows:

A Plus Construction - \$2,400.00
Batts Tree Service - \$3,500.00

Nearly 25 – 30 % of the tree is in the Town right of way. The Board would like to receive more quotes for the work to be done.

- B. Powell Bill Funding Received:** The first installment payment of \$20,717.12 has been received. The second portion should be received in February of 2015.
- C. Town Park Pavilion Quotes:** Picnic shelter quotes have been received from Donnie's Home Services, A Plus Construction, and Carolina Recreation and Design. The Board would like to see some of the work done by each contractor, i.e. pictures, etc. Admin. Russell will schedule a meeting within a few weeks with each contractor.
- D. Daniel Drive Repair:** Storm drain repair quotes have been requested from Ralph Hodge Construction, Braswell Construction, and Haddock Enterprises, LLC. Two bids have been received, and the low bid was from Haddock Enterprises at \$30,835.20. Powell Bill funding could pay for a portion of the work.

MOTION: Comm. Childress made motion for Haddock Enterprises, LLC to complete the work by use of the Option 3 portion of Estimate #19; seconded by Comm. Cooke. Motion passed by unanimous vote.

- E. Local Representative Meeting:** Meetings were held with Senator Angela Bryant and House of Representative member, Susan Martin, during the past month. Concerns with the continued moratorium and the efforts the Town has made to have it lifted were expressed.
- F. Plumbing at Spivey Park:** The initial plumbing work for the park has been completed, and Mr. Hill hopes to complete the structure in the upcoming month. Envirolink should make the connection by the end of the next week.
- G. Wellhead Protection Plan Approved:** The wellhead protection plan that was developed with the assistance of the North Carolina Rural Water Association was approved by the Department of Environment and Natural Resources. The document provides a response plan to protect the Town's water supply in case of an emergency.
- H. DENR Response to Preliminary Engineering Report:** A response letter from the Raleigh regional office regarding the wastewater treatment alternatives was received. A response letter to address the concerns and a scheduled follow-up meeting will take place in November to discuss further.
- I. Golf Cart Ordinance:** A sample golf cart ordinance from Freemont was included in the packet for review. There are several municipalities who currently have similar ordinances.

Comm. Cooke would like to move in the direction of preparing an ordinance and coordinate with the Sheriff's Department. Admin. Russell will work to draft an ordinance. A public hearing will be required.

J. Rural Economic Development Funding Opportunities: Admin. Russell attended an informational session on September 17, to discuss funding opportunities through the Department of Commerce, Rural Economic Development Division. Limited funding for infrastructure improvements will be available in the upcoming year for the Town.

K. Audit Update: Greg Redman has completed the audit for the most recent fiscal year, and is waiting for approval from the state. A complete report should be available in the next couple of weeks, with no major findings.

L. Grant Application Update:

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| Water Meter Replacement Grant | Pending Results in December |
| Waterline Replacement for Gray Street | Pending Results in December |
| Wastewater Treatment Plant Construction | Pending Results in December |
| Parker Street Lift Station Upgrade | Pending Results in December |
| Safe Routes to School Sidewalk Grant | Pending State DOT Review |

M. Additions to Report

1. There is 17,638 feet of curbing throughout Town. Envirolink will sweep the streets with curbing for \$1,100.

MOTION: Comm. Cooke made motion that the Town hire Envirolink to clean the streets before the upcoming Fall Festival and Car Show; seconded by Comm. Childress. Motion passed by unanimous vote.

2. The new lettering for the library window has been ordered showing times of opening are Mon. – Fri., 10 – 6.
3. Envirolink leaf and limb collection days are every other week on Wednesday and Thursday. The information will be placed in the November Newsletter.
4. A quote has been received from Haddock Enterprises, LLC for work on the Town ditches. The work can be broken down to do in 4 – 5 years. The Board requested to receive more quotes, and would like to see if

John Harris could do some of the work on the quote at a less expensive cost. Much discussion was rendered regarding the Haddock quote.

5. Invoices

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

Addition to invoices: Summerlin Oil, \$1,110.96

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

8. Comments from Public Floor

Thelma Young mentioned that there had been pine straw and limbs from bushes at her home for nearly 5 weeks.

Admin. Russell mentioned the pickup would take place the next day, and also mentioned that the schedule would be the 2nd and 4th week of each month.

Corporal Ruffin, deputy for the Town, with the Wilson County Sheriff's Department, mentioned speaking with Major Futrell for the golf cart ordinance.

9. Commissioner Concerns

Comm. Cooke would like to place two trash cans at the Cemetery to provide a place to dispose of unwanted flowers. One could be placed at the sign of the primary lagoon, and chained to the post.

There were no other Commissioner concerns.

10. Adjournment

Mayor Smith adjourned the meeting at approximately 8:32 pm, October 14, 2014, upon motion of Board.

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

Minutes submitted by Dena H. Cordell, Town Clerk