



**ELM CITY BOARD OF COMMISSIONERS  
TUESDAY, NOVEMBER 10, 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 November 10, 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 October 13, 2015, meeting.

*MOTION: Comm. Cooke made motion to approve the October 13, 2015, meeting minutes; seconded by Comm. Crockett. Motion passed by unanimous vote.*

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

A. Train Depot Update: The State Historic Preservation Office has provided comments on the site plan layout for the train depot. Oakley Collier Architects are preparing a response to the questions and concerns presented. There are minor structural changes that require engineering. Once corrected, the project will go out to bid.

B. Ditching Expense on West Nash Street: Material expense for a 36 inch drainage pipe in two twenty foot sections is \$1,100 to expand drainage capacity. The current tile measures 18 inches. The Town is coordinating with

the farmer and land owner to determine a plan of action after the crops have been removed. Envirolink will be in charge of changing out the tiles.

*MOTION: Comm. Cooke made motion to replace the tile and have work done; seconded by Comm. Crockett. Motion passed by unanimous vote.*

- C. CDBG Grant Application: The CDBG grant application was submitted on September 30<sup>th</sup>. The Town has been contacted by Vince Tomaino regarding the state revolving loan fund portion of the application. An additional form is needed to be considered for this SRF funding.
- D. Codification Proposal: An estimate has been received for updating the Town's current Code of Ordinances from American Legal Publishing, the company which provided the current code. The proposal includes a complete rewrite that updates all code changes over the past 16 years, including state law changes. The proposed cost is \$6,750.

Admin. Russell will have Town Attorney, Slade Rand, and the Upper Coastal Plain review the current codes to see if there are state law changes that should be updated.

- E. Stormwater Drainage Repair Quote: Haddock Enterprises adjusted their previous quote to include the areas recommended by the Board. Quotes are expected to be received from Owens Construction and Ralph Hodge.

The Board suggested that Envirolink video the drain line running across West Nash Street to see if it has fallen in.

- F. Solar Farm Vegetative Buffering: Estimates have been requested on the installation of Leland Cypress trees on the border to the Strata Solar project on Four Tenths Road. One estimate has been received from Rhodes Landscaping for \$7,500. Quotes are to be received from Bridgers and Pristine. All quotes received will be forwarded to Strata Solar in an effort to have buffering installed. Town Attorney, Slade Rand, will write a letter, using the tax reimbursement monies due at the end of the year as leverage in an attempt to have the buffering work completed.
- G. Upper Coastal Plain Annual Banquet: The Upper Coastal Plain Council of Governments will hold their annual banquet on Tuesday, November 17, 2015 at Birchwood Country Club. All Board members are invited to attend with an RSVP requested by November 10.

H. Wilson County EMS Building Open House: The Open House scheduled to be held on November 12<sup>th</sup> was cancelled due to the passing of County Commissioner, Thomas Lucas.

I. NCDENR Newly Appointed Director: The Board previously voted to deliver a resolution outlining the Town's current situation with the moratorium. NCDENR has recently appointed a new director, Donald Van Der Vaart. The Town will initiate discussion with him regarding potential solutions. Admin. Russell will finalize the resolution and have it available at the next scheduled Board meeting.

J. Additions:

1. Admin. Russell presented the Board with Budget Amendment One, to update accounts.

*MOTION: Comm. Childress made motion to accept the Budget Amendment One; seconded by Comm. Cooke. Motion passed by unanimous vote.*

2. Admin. Russell presented the Board with a Memorandum of Intent to Purchase the Bissett Property to be signed by each Board Member, and filed with the land closing documents.

3. Admin. Russell presented Christmas Bonus questions for the Employees of the Town.

*MOTION: Comm. Crockett made motion that the Town Employees receive a Christmas Bonus in the amount of what was received the previous year; second by Comm. Childress. Motion passed by unanimous vote.*

4. Admin. Russell mentioned the annual Christmas Party. He will email possible dates.

## 5. **Invoices**

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

Additions: Piggly Wiggly - \$6.08 (Supplies)  
Davis Heating - \$176.15 (Library)

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

**6. Comments from Public Floor**

Wayne Baker, of 105 West Wilson Street, approached the Board regarding the cars being placed on top of each other as a manner of storage at a local garage.

Admin. Russell mentioned that there are ordinances regarding salvaged cars. Mayor Smith mentioned that the Town would proceed and work through the Ordinance process to correct any violation.

Mr. Baker also complimented and thanked the Board for the Fall Fest and Car Show that took place in October. He also mentioned the good job that Pristine is doing with the lawn care in the Town.

Governor Robinson, of 104 North Pender Street, thanked the Board for the work on the storm drainage problem that was plaguing the North Pender / East Nash Street area. The area drained well during recent rains.

**7. Commissioner Concerns**

Comm. Cooke mentioned there were several who spoke of how good the Sprayfields were looking.

Mayor Smith, the Board, and audience paused for a moment of Silence in memory of County Commissioner, Thomas Lucas.

**8. Closed Session**

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

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

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

*MOTION: Comm. Cooke made motion for Admin. Russell to work to solicit offers to sell the Town property purchased in Nash County; seconded by Comm. Childress. Motion passed by unanimous vote.*

**10. Adjournment**

Mayor Smith adjourned the meeting at approximately 8:57 pm, November 10, 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