



**ELM CITY BOARD OF COMMISSIONERS
TUESDAY, FEBRUARY 9, 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 February 9, 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, John Edwards (hereinafter "Comm. Edwards")
Commissioner, Marsha Wells (hereinafter "Comm. Wells")
Commissioner, Gil Wheeler (hereinafter "Comm. Wheeler")
Town Administrator, Jonathan Russell (hereinafter "Admin. Russell")

3. Approval of Minutes from Last Meeting

Mayor Smith gave the Board opportunity to review the proposed minutes from the January 19, 2015, meeting.

Correction: Section Seven, Commissioner Concerns, Paragraph six, second sentence should read: "He suggested that the Town consider attempting to purchase the building located at the property, giving the Town the full triangle of property, making moving the dumpsters easier."

MOTION: Comm. Cooke made motion to approve the December 15, 2015, meeting minutes with correction; seconded by Comm. Wheeler. Motion passed by unanimous vote.

4. Greg Redman, Audit Report

Greg Redman reported to the Board information regarding the FY 14/15 Independent Audit Report. Over all, things are better than what they have been. There were no material findings. The financial health of the Town is stable. He will submit a contract for the upcoming year's audit.

5. Admin. Russell's Report

A. CDBG Grant Award: Notification was received regarding the \$775,000 grant that was awarded to replace the waterlines in the Gray and Pine Street neighborhood, as well as portions of South Anderson, West Wilson, and South Barnes Street. Out of 42 applications, eight were funded, the Town's being one. Mike Aquesta will begin to design and work will begin in mid-summer. There will also be some hydrants that will be upsized.

B. Precision Safe Sidewalk Quote: A quote was provided using a proprietary method of concrete cutting, which meets OSHA and ADA standards, at a cost of \$9,957.

The Board would like prices on cutting both sides of East Main, and would like to see a demo of their method.

C. Train Depot Bids: Bids were opened on February 4th at 3 pm. The lowest bidder was Daniels and Daniels Construction with a bid of \$1,009,000. The amount exceeds our current budgeted amount, and will require a request for additional funding. The project currently has \$740,000 obligated, and the Town would need to request an additional \$300,000 to fund the project. The architects are working with Daniels to see if cost could be saved, and at current the amount could be lowered by \$50,000. The worst case scenario would be design changes and having to rebid.

Comm. Cooke suggested that the Town seek Golden Leaf for subsequent funding.

MOTION: Comm. Cooke made motion that additional funding – a subsequent loan be sought in the amount of \$300,000; seconded by Comm. Childress. Motion passed by unanimous vote.

D. Expansion of the Public Works Facility: The Town was approached with an offer to purchase the Luper property, .4 of an acre, which is adjacent to the current town shop for \$1,500. This expansion would provide additional space for storage, along with a more secure bulk goods collection area.

MOTION: Comm. Childress made motion that Admin. Russell fully execute the purchase of the Luper property; seconded by Comm. Cooke. Motion passed by unanimous vote.

E. Wilson Energy Credit: Admin. Russell has been in contact with Wilson Energy regarding previous electrical charges at the pump station facility near Upchurch

Road. They have given a credit of \$10,217.56 (2 years of electric fees) that will be credited on future water purchases.

- F. Library Statistics: Recent library statistics have been produced showing that the Elm City branch is consistently the second highest used of all branches within Wilson County. The library is an asset to the Town.
- G. Connect NC Bond Initiative: The bond initiative will be voted on in the March primary election. This will provide funding for water and wastewater infrastructure that the Town will compete for. There is currently \$109,000,000 in grant funding and \$200,000,000 in loan funding that will be disbursed by the Division of State Grants and Loans.
- H. Vacant Property Registration: Suggestion has been made that a vacant property ordinance be drafted that would require all vacant properties within the Town limits register with the Town. This will allow the Town to identify properties that may be sliding into disrepair and encourage the owners to improve them.

Much discussion was rendered regarding properties. A work study session will be planned to work towards a solution for the vacant properties in Town.

- I. Adopt-A-Highway Program: The NCDOT Office of Beautification Programs is soliciting involvement in the program. Notice will be placed in the upcoming newsletter, in an effort to increase the response and beautify the Town. There will be no cost to the Town. There are four collections annually, and bags, gloves and vests are supplied.

6. Invoices

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

Additions: Harris Computer Software - \$145.40 (W2's, 1099s)
Owens Construction - \$1,050 (Gravel)
BB&T - \$2,483.01 (Water Bill Printing / School / Office Supplies)
CMA Surety - \$595.00 (Insurance Bond)
LeBleu - \$10.68
Evans Press - \$744.00 (Website Hosting)

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

7. Comments from Public Floor

Thelma Young mentioned concern for the property located at the corner of S Parker and W. Wilson Street, noting it was one of the worst vacant houses in the center of Town, right at the stop light. She feels something should be done.

Gay Joyner, a guest in the audience, mentioned that there are several programs that can help with run down properties in town, such as the North Carolina Finance Agency, Single Family Housing Program, and the Urgent Repair Program.

8. Commissioner Concerns

Comm. Cooke questioned the power at the well, located at the Elm City ballfield. Admin. Russell mentioned that repairs of purchasing a pole and reconnecting of power is the responsibility of the Town. Barnes and Powell had been contacted to do the work.

Comm. Wheeler mentioned the landscaping of the solar farm located on South Parker Street. He suggested that the Utilities Commission be contacted, to see if they would intervene in matter.

9. Adjournment

Mayor Smith adjourned the meeting at approximately 8:38 pm, February 9, 2016, 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. Owens, Town Clerk