



**ELM CITY BOARD OF COMMISSIONERS  
TUESDAY, JUNE 14, 2016  
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 June 14, 2016.

**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 May 10, 2016, meeting.

*MOTION: Comm. Cooke made motion to approve the April 12, 2016, meeting minutes; seconded by Comm. Wheeler. Motion passed by unanimous vote.*

**4. Public Hearing Budget Ordinance**

*MOTION: Comm. Childress made motion to move into the public hearing; seconded by Comm. Cooke. Motion passed by unanimous vote.*

Admin. Russell presented the budget message for the FY 2016 – 2017.

There were no public comments.

*MOTION: Comm. Cooke made motion to close the public hearing moving back into the open session; seconded by Comm. Childress. Motion passed by unanimous vote.*

*MOTION: Comm. Cooke made motion to accept the FY 2016 – 2017 Budget; seconded by Comm. Edwards. Motion passed by unanimous vote.*

**5. Admin. Russell's Report**

A. NCPARTF Close Out: The walking trail and horseshoe pits are to be completed by Friday, June 17<sup>th</sup>. The handicap parking space and walkway will also be installed when the remaining sidewalk project is completed. This will allow for the grant paperwork to be closed out, and will give the Town an opportunity to reapply in the fall for a new NCPARTF grant to add restrooms, etc.

B. Vacant Property Registration Ordinance: A draft ordinance was created and will be made available for public comment and approval at the July meeting. The ordinance will focus on encouraging owners of vacant commercial and residential properties to take a more active role in maintaining their properties. A ten day public notice will be needed for the Public Hearing.

*MOTION: Comm. Edwards made motion to advertise for a public hearing for the vacant property registration ordinance; seconded by Comm. Wheeler. Motion passed by unanimous vote.*

C. Tree Removal Quote: The large oak at the corner of East Wilson and South Branch Street has had large limbs break out in the past couple of years. It has been requested by the residents at the location, that the tree be removed by the Town since it is located partially in the Town's right of way. Quotes have been requested and received and it was found that Donnie's Home Services had the lowest quote at a cost of \$1,800. The Board requested that the condition of the tree and consideration of what portion belongs to the Town be studied. They are interested in negotiating with the residents regarding what portion would be paid by the Town.

D. Waterline Replacement Update: A statement of qualifications and response to the request for proposal has been received on the CDGB infrastructure project for water system improvements. Municipal Engineering has submitted information. Admin. Russell met with Stephanie Morris on Wednesday, May 11<sup>th</sup> to review current progress and to discuss reporting, amendments, and reimbursements. Preliminary engineering and environmental reports are being drafted in anticipation of moving forward with the project. It was requested that the information be advertised in the News & Observer to get more quotes, however cost for ads would be \$2,000 per ad.

E. Additions:

1. LGC approval is needed for the Southern Bank interim financing for the Train Depot work. A resolution is needed for filing the application for approval from the LGC.

*MOTION: Comm. Childress made motion to adopt the resolution needed to apply for the LGC approval for the interim financing; seconded by Comm. Edwards. Motion passed by unanimous vote.*

2. The Consumer Confidence Report has been received. A mention of the link where it can be found on the Town's website will be included in the July newsletter. There have been some issues regarding discolored water. Much discussion was rendered. Admin. Russell will contact Barry Parks with the City to discuss concerns with mixing the city water with the Town's well water, as to whether it would cause discoloration.
3. Admin. Russell presented the third budget amendment that was prepared by Andrew Harris.

*MOTION: Comm. Childress made motion to accept the Budget Ordinance Amendment #3; seconded by Comm. Cooke. Motion passed by unanimous vote.*

**6. Invoices**

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

Additions: Andrew Harris - \$2,880; Wilson Daily Times - \$114.71

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

**7. Comments from Public Floor**

Mayor Smith welcomed Ms. Barham, previous citizen of the Town, to our meeting.

Thelma Young asked the Board for a new "No Thru Truck" Sign to be placed at the corner of N. Tyson and E. Church St. Trucks are continuing to travel through Tyson causing cable and phone lines to be torn down. The Board will place the sign and asked that the deputies watch the area for trucks.

Deputy Moses Cartagena, badge # 174, presented a report to the Board. He mentioned that there were street signs that need to be replaced. Admin. Russell responded that they are ordered and should be in place soon. Dep. Cartagena requested he be given an ordinance regarding curfew for minors in Town. He also questioned the time for Spivey Park opening and closing, and asked if the park was to be locked. Town Attorney, Slade Rand, mentioned that the specific times should be posted on a sign at the park.

## **8. Commissioner Concerns**

Comm. Wheeler questioned if all golf cart signs had been returned by the State Dept. of Highways. Admin. Russell mentioned that not all had been returned. The main concern was that two at the bridge be placed.

Comm. Wheeler also mentioned that the sign on 301 for "Land for Sale" was lying on the ground. Admin. Russell mentioned that the land was currently be surveyed, and sale was still on track.

Comm. Wheeler mentioned that the daughter of Ms. Nannie Woods was at the recent ribbon cutting for the Duke Energy Solar Farm.

A question was rendered regarding tearing down the McClees house on the Town-owned property. Comm. Edwards mentioned that Wilson Community College Fire Academy had a program where they do controlled burns for training purposes. There would be no cost incurred by the Town, but would be paid by the college. However, a portion of the McClees house is block. The remaining portion of the debris would need to be hauled away and disposed.

## **9. Closed Session**

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

## **10. Re-opening of Open Session**

*MOTION: Comm. Childress made motion to adjourn the closed session and move back to open session; seconded by Comm. Cooke. Motion passed by unanimous vote.*

## **11. Adjournment**

Mayor Smith adjourned the meeting at approximately 10:14 pm, June 14, 2016, upon motion of Board.

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

Minutes submitted by Dena H. Owens, Town Clerk