



**ELM CITY BOARD OF COMMISSIONERS
TUESDAY, OCTOBER 11, 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 October 11, 2016.

2. Roll Call

Mayor Smith conducted a roll call. The following were present:

Commissioner, Dale Childress (hereinafter "Comm. Childress")

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 September 13, 2016, meeting.

MOTION: Comm. Wheeler made motion to approve the September 13, 2016, meeting minutes; seconded by Comm. Childress. Motion passed by unanimous vote.

4. Admin. Russell's Report

A. SWIA Sewer Infrastructure Grant Application: Grant application was submitted on the September 30 deadline. The results of the submission will be presented at the December 14 infrastructure authority meeting. The Town should know outcome by December 7th.

B. Safe Routes to School Funding Resolution: The initial DOT Safe Routes to School grant was submitted in May 2014, and has remained in the system since. It has progressed through the system, and will be reviewed for public comment on October 26, 2016. It is anticipated to move to full transportation commission review and be recommended for funding in early 2017. A resolution of support has been requested for the upcoming review session to demonstrate the Town's continued interest.

MOTION: Comm. Childress made motion that Board show continued support of the Safe Routes to School Grant submitted in May 2014; seconded by Comm. Wells. Motion passed by unanimous vote.

- C. Fall Festival Update: Admin. Russell mentioned that the work on the final stages of preparation for the Town's Fall Fest and Car Show was being completed. He encouraged the Board to advise that booth and car show spaces are still available. It is hoped that the festival will continue to improve and grow, in an effort to promote the Town. Envirolink will work to spruce up the Town, and the festival sign should be installed by October 12th.
- D. Train Depot Construction: A progress meeting was held on Wednesday, October 5th to review the work that has been completed, and to establish a timeline moving forward. Interior work will resume on October 17th, with a new projected completion date of March 2017.
- E. Lighting Options for Town Park: Admin. Russell has spoken with representatives from Duke Energy regarding lighting in the Town park. They will run underground service 100 feet into the park property, and connect to a meter base at no charge. The Town would be responsible for the installation and maintenance of any lighting installed in the park. All wiring must be placed underground. Suggestions were made for the next phases of the project. Admin. Russell will get estimates for lighting the shelter, bathrooms, and possible outlets as well.
- F. FY 15-16 Audit Scheduled: Greg Redman has scheduled the audit for the most recent fiscal year on October 13th & 16th. Doing so will allow meeting the submission deadline for LGC review.
- G. Powell Bill Funding: The first round of Powell Bill funding has been received for the month of September in the amount of \$20,286.11. The second round of funding will be received in February 2017.
- H. Bloodfield Well Evaluation: The production level has decreased at the Bloodfield and Cobb Crossroads wells. Estimates were attached for an inspection of the Bloodfield Well to determine the best method to increase its productivity, in hopes to increase its projection of 75 gpm or 54,000 gpd.

MOTION: Comm. Childress made motion to proceed with Charles Underwood, Inc., quote of \$5,250 to inspect and repair the Bloodfield Well, therefore increasing its productivity; seconded by Comm. Wheeler. Motion passed by unanimous vote.

I. Additions:

1. Ditch Cleaning: Due to issues with equipment, the cleaning has been delayed. It is in hopes that Mr. Harris will be able to continue in the next couple of weeks.
2. Christmas Parade: The Fire Department will be in charge of the Town's Christmas Parade. It will take place on Sunday, December 11th.
3. Town's Tree Lighting: It is possible that the Town will have a program on Saturday, November 26th for lighting the Town's tree; where pictures can be taken with Santa and area churches perform selections. Invitations will be mailed to churches in the Town to see of interest in participation.
4. Admin. Russell gave an update on the foundation concerns with the Town's Depot.

5. **Invoices**

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

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

6. **Comments from Public Floor**

It was mentioned that the houses to be burned by control burn with the Wilson Community College Fire Academy are 109 S. Parker St., an additional home on E. Wilson Street, and the double-wide located on West Main St.

Ms. Young, of Tyson Lane, reported that since putting up new signs, through trucks coming on the road have been fewer.

7. **Commissioner Concerns**

The Board discussed Hurricane Matthew and the debris from the storm. Envirolink will be in charge if cleaning the storm debris. If Wilson County is approved for storm funding, it may be prudent to see if there would be any funds available for the Town.

Dean Holmes, with Envirolink will check to be sure that the Golf Cart signs have been put back in place.

The water line replacement was mentioned. The work should go out to bid in 30 – 60 days. Information should be placed in the newsletter regarding the work that is proposed to be done.

A concern with the Town's website being updated and kept up to date, including minutes was voiced. Comm. Childress would like to see the Town's Facebook used in an effort to advertise for properties for rent or sale to recoup businesses that are no longer open in the Town.

8. Adjournment

Mayor Smith adjourned the meeting at approximately 9:04 pm, October 11, 2016, upon motion of Board.

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

Minutes submitted by Dena H. Owens, Town Clerk