



**ELM CITY BOARD OF COMMISSIONERS  
TUESDAY, JANUARY 10, 2017  
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 January 10, 2017.

**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, 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 December 13, 2016, meeting.

Corrections to December 13, 2016 meeting minutes:

Under Admin. Russell's Report – Section L number 5 should read "Gus Tulloss, with the district DOT office, recently visited with Admin. Russell, encouraging the Town to pursue the \$300,000 worth of grant monies available to do work on the Town streets. Admin. Russell mentioned several projects the Board could consider if interested in applying for the funds."

Section L number 6 should read "Admin. Russell mentioned that the golf cart entrance signs need to be replaced due to being out of code. The yellow color is used on roads as a color of warning. To be in code, the signs at the crossovers on Wilson, Main, Nash, and Branch Streets must be in traditional green color to be in code. Five new golf cart entrance signs will need to be ordered".

*MOTION: Comm. Cooke made motion to approve the December 13, 2016, meeting minutes with said corrections; seconded by Comm. Wheeler. Motion passed by unanimous vote.*

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

- A. Waste Industries Contract Extension: Admin. Russell met with Pat Luce, on Friday, January 6<sup>th</sup> to discuss contract extension options and any cost saving measures that could be implemented. The fuel surcharge rate was increased from \$1.20 to \$2.90 per gallon based on the Department of Energy's Lower Atlantic District rates, which is roughly a \$2,000 annual savings. The consumer price index increase for the first year of the contract will also be waived, resulting in an additional \$1,900 savings. An audit of active containers will be performed, which currently is 621. This may further reduce the contract for the July 1 start date.

Comm. Wheeler inquired as to whether more information was available about the rolling recycling carts. Admin. Russell mentioned that it is possible to submit a grant application for \$30,000 for the Community Waste Reduction and Recycling Grant Program, due at the end of February, to help offset cost of purchasing larger recycling containers. Using larger containers could allow the recycling to be picked up twice monthly verses a weekly pickup, which would also reduce the cost of pickup on the monthly contracted amount and lower the tipping fees.

The Board felt it would be good to teach residents what can be recycled, via use of small infomercials, the Talk of the Town newsletter, and the Town's Facebook and website.

- B. Updated Flow Data on Bloodfield Well: New data has been generated that projects the new production rate to be between 60,000 to 70,000 GPD on the well. This rate per day would make it the highest producing well in Town, and will relieve some of the pressure on the Ballfield and Oakview wells. Repairs on the well casing has started by N.W. Poole Well and Pump Company, and should be completed by the end of the month.
- C. Meter Installation: Admin. Russell met with Joe Dooley of Upper Coastal Plain to discuss funding options for meter installation. Project discussion was about a plan to meter Oakview Trailer Park, as well as one including a larger scope, if funding is available.
- D. Gus Tolluss: Admin. Russell had several follow up discussions with Mr. Tulloss regarding the availability of funding for DOT projects. Mr. Tulloss is reviewing the possibility of relocating utilities and repairs to the sidewalks down town, repaving

and installing curb and gutter near the middle school, and installing diagonal parking along North and South Broad Street. Resurfacing does not qualify.

- E. Water Tank Painting: To move forward with the painting of the water tank, an application must be submitted to NCDENR with Board approval. The tank will not be taken off line for the maintenance and will have little, if any, impact on citizens near the tank.

*MOTION: Comm. Cooke made motion to submit application with NCDENR for water tank painting; seconded by Comm. Childress. Motion passed with unanimous vote.*

- F. New Golf Cart Signs: The new signs have been ordered through DOT, based on the regulation change. The new sign will be a green informational sign.
- G. Citizen Survey: It has been several years since a citizen survey has been conducted, and Admin. Russell proposed that one be performed in the spring. Samples will be available at next month's meeting.
- H. Train Depot Renovation: Renovation continues on the Depot. There have been no unforeseen issues with the structure and currently remain on schedule.

Mayor Smith asked where the legal process stood for the foundation issues. Admin. Russell mentioned that suit had been filed. He feels it will be contested and will have to follow with litigation.

Comm. Wheeler mentioned that the sidewalk from the Methodist Church to the Depot should be redone. Admin. Russell mentioned it would need to be redone due to manhole issues to get the sewer connection needed for the Depot.

- I. Water Line Replacement: A meeting is scheduled with CDBG-I on January 11<sup>th</sup> at 3:00 pm to discuss the waterline project. Additional clarification is needed on line placement and sizing. Questions had arisen regarding the connector from Pine to Main Street. A utility easement may be needed, and there is a concern that a map may be showing wetlands through the area proposed for the connection to be placed.

## 5. **Invoices**

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

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

## **6. Comments from Public Floor**

Deputy Moses Cartagena reported that the month of December was a good month for law enforcement for the Town. Comm. Childress questioned as to why first responders did not attend an accident that happened three weeks earlier at the intersection of Parker and Main. He was pleased with how quickly the deputies responded, but was concerned as to why the Fire Department nor the EMS had attended the wreck. Dep. Cartagena reported that the parties at first denied the need of EMS and the FD, then later decided the need for those services, and EMS was called. The Toisnot FD is not a First Responders department.

Mayor Smith mentioned that the four wheelers and dirt bikes seem to travel Town roads with the deputies are not on duty, as they seem to know when coverage takes place in Town. Dep. Cartagena mentioned that he would let officers covering the Town know and citations from \$120 to \$200 could be written.

## **7. Commissioner Concerns**

Comm. Cooke mentioned that the work done at the cemetery looked good, but felt the back hill still needs attention. He mentioned that the work would be better to take place while the leaves are off of the trees.

Comm. Cooke felt that it would be good to sweep the streets with curbing. He stated that Sharpsburg has a sweeper, and it may be possible to see about hiring them to clean the streets.

Comm. Edwards felt that the two-week interval for picking up yard debris is not working. When rain comes, it causes issues with it being a month between pickup. He feels a better schedule would be a weekly pickup.

Comm. Wheeler mentioned that the Town Seal portion of the welcome sign on Lake Wilson seemed to be deteriorating. It could be the sun causing the damage. He mentioned that it should be replaced.

Comm. Edwards questioned the status of correction of the tire fire hazard, located at the intersection of Main and Parker Streets. Admin. Russell mentioned that he has been working with the County, and they are moving forward with the Fire Marshall, attempting to bring the property back in code.

Comm. Cooke questioned whether or not there was a screening available for storm drains. Josh Bennett, with Envirolink, mentioned that it could be possible to use the same product that is used for erosion control.

Comm. Childress questioned regarding the continued use of Community Service individuals. Admin. Russell mentioned that the Town had used one recently for garbage pickup along the streets.

Comm. Wheeler mentioned the washed-out area by Cindy Harris' property on South Branch Street. Admin. Russell mentioned that the area had been filled in twice. He is unsure if the issue is caused by a caved storm drain. He feels it may need to be dug up to see if repair is needed to the storm drain to correct the issue.

**8. Closed Session**

*MOTION: Comm. Childress made motion to move into closed session under NCGS §143- 318.11; seconded by Comm. Cooke. Motion passed by unanimous vote.*

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

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

*MOTION: Comm. Childress made motion to increase the Town Clerk's salary by 6% and the Town Administrator's by 12%; seconded by Comm. Cooke. Motion passed by unanimous vote.*

**10. Adjournment**

Mayor Smith adjourned the meeting at approximately 9:30 pm, January 10, 2016, upon motion of Board.

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

*Minutes submitted by Dena H. Owens, Town Clerk*