



**ELM CITY BOARD OF COMMISSIONERS
TUESDAY, MAY 9, 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 May 9, 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, 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 April 11, 2017, meeting.

Correction: Under "Commissioner Concerns" section. Last paragraph should read:

"Comm. Wheeler mentioned that as Nexans is closing, it may be possible to annex the out of town portion of the building and property in the Town limits. The Town limits bisect through the building. In the past, the building was added on to, but was not annexed."

MOTION: Comm. Cooke made motion to approve the April 11, 2017, meeting minutes with correction; seconded by Comm. Childress. Motion passed by unanimous vote.

4. Admin. Russell's Report

A. Daniel Drive Flooding: Due to recent rain events, the Town office has received some comments regarding flooding in the Daniel Drive area. The office has contacted CSX to assist with cleaning the drain tiles located under the railroad tracks. It is believed that this is the primary cause of the backup in this section of Town. Admin.

Russell felt that it would do well for the citizens in the area to mail letters to CSX, requesting them to help in the clearing of the tiles.

- B. NCDENR Water Compliance Inspection: An inspection was performed on April 21, 2017, on the Town's water supply. There were no compliance issues found within the system. DENR did request a plan of action to improve the flow at the Cobb Crossroads well site. Envirolink is working on this action plan to provide the state. The well is currently producing less than 10,000 gpd.
- C. Water Tank Reconditioning: The application for water tank reconditioning has been processed by NCDENR, and we are cleared to move forward with the painting of the water tank. Color options will be available at the next meeting in order to move forward with the project.
- D. CDBG Project Release of Funds: The Environmental and Special Projects Unit has completed the environmental review of the water line replacement project. The funds were released effective April 17, 2017, in order to move forward toward construction and completion of the project. With the State approved paperwork, the next phase will be the bidding process, which should take place within one to three weeks, by the end of June.
- E. Wilson County Sheriff's Office Proposed Budget: Wilson County has provided a proposed budget of \$140,308 for FY 2017 – 2018. This includes a capital expense of \$11,000 for a radio upgrade. The proposal was available for review.
- F. Hardship Exception Request: John Vick, of 609 Gray Street, requested a hardship exception to the current zoning for his property. His home was lost in a fire, and they are requesting an exception to the current zoning to allow a double-wide with brick underpinning, in order to blend in more effectively with the surrounding neighborhood.

Deborah Vick, wife of John, was present at the meeting. She mentioned that there had been quotes received to have the house gutted, which would take between two to three months, at a cost of \$80,000. The current amount available for the repair is only \$60,000.

It was mentioned that much time and effort was spent previously to get a double-wide home out of the location. There was concern as to how the Board could grant the request, if they had already fought and told others no. It was asked if the Board of Adjustments had met regarding the request. Mayor Smith told Mrs. Vick that the Board could not make a decision without a Planning Board decision. Admin. Russell is to schedule a meeting with the Planning Board to have the request heard.

- G. Water Audit: The Town is working with Envirolink to identify potential areas of water loss within the system, in order to improve utility revenue. Some areas of potential loss have been identified, and a report will be provided to the Board upon completion.
- H. Proclamation for Donald Robert Felts: A proclamation was drafted for Donald, to honor his years of volunteer service to the Elm City / Toisnot Volunteer Fire Department. The proclamation was available for review.

MOTION: Comm. Childress made motion to approve the proclamation for Donald Robert Felts; seconded by Comm. Cooke. Motion passed by unanimous vote.

- I. 2017 Fall Festival Date Selection: Dates available for the Fall Fest are October 21st and 28th. The Board would like to keep the date on the last Saturday of the month, meaning the 28th. Comm. Wheeler would like to see the festival renamed to “The Elms Festival”.

MOTION: Comm. Wheeler made motion to rename the Fall Fest to “The Elms Festival”; seconded by Comm. Cooke. Motion passed as follows: Comm. Childress, Comm. Cooke, Comm. Wheeler, for motion; Comm. Wells, against motion.

J. Additions:

1. Admin. Russell mentioned that a budget meeting would be scheduled within the next two to three weeks, before the next Board meeting. It will be scheduled by email, and the 48-hour notice will be given.
2. A collection inspection is scheduled for Thursday, May 18th at 1 pm.
3. The new part-time employee with the Town through NC Works is Ronda Meyer.

5. Invoices

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

Additions:

City of Wilson (water) - \$2,284.80
LeBleu - \$29.12
Online Utility Exchange (credit reports) - \$35.70

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

6. Comments from Public Floor

Vanessa Mercer, of 709 Cobb Road, requested the Board approve to have work done to the ditch in front of her home. It is continually full of water and seems not to flow. Admin. Russell mentioned that there may be a need to recut the ditch, as there is not enough fall currently to allow the water to flow. The grade may need to be shot. Dean Holmes, of Envirolink, was at the meeting and took notes to have the issue inspected and corrected.

Shirley Barron, 101 David Lane, mentioned that she had not seen the Envirolink leaf and limb crew, nor the bulk goods crew in nearly 3 weeks. She mentioned that there was a large amount of debris located at the corner of David and Daniel. Dean Holmes wrote down the concerns.

7. Commissioner Concerns

More discussion was rendered regarding the placement of mailboxes through the Town. Admin. Russell mentioned that the Post Master, Matthew Staley, was out on a special assignment, but was to return on the 15th. He will make contact with him.

Comm. Wells requested information about how property tax collection was handled for foreclosures. It was mentioned that legal proceedings could take up to three years. Some properties are currently going through the process.

Comm. Wells mentioned that the new park is looking nice and hopes that the citizens will use it.

Comm. Cooke questioned about the moving of the public works dumpster. Admin. Russell mentioned that Envirolink is currently dealing with some personnel changes. Once those changes have been handled, they will get back to working out plans to move the dumpster.

Comm. Childress mentioned that he had been through LaGrange and saw the murals at their veteran's park. He mentioned an idea of building a wall and selling bricks for \$200 each as a way to spruce up our memorial. It would also give families the opportunity to memorialize their loved ones.

It was mentioned that the stone on the memorial needs to be cleaned and the marker pressure washed with bleach.

8. Adjournment

Mayor Smith adjourned the meeting at approximately 8:26 pm, May 9, 2017, upon motion of Board.

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

Minutes submitted by Dena H. Owens, Town Clerk