



**ELM CITY BOARD OF COMMISSIONERS  
TUESDAY, AUGUST 15, 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 August 15, 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, 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 July 11, 2017, meeting.

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

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

- A. CDBG-I: Approval of the submitted plans and specs for the waterline project has been received. CDBG is projecting a schedule that will allow for the project to be placed out for bid the first week of September, with bid opening the first week of October. This will allow for Board approval at the October 10, 2017 meeting, with construction immediately following.
- B. Train Depot Close Out: USDA has scheduled the loan closing for September 13, 2017. This will initiate the USDA funding and close out the interim financing through Southern Bank. The project will be considered finalized and officially completed.

- C. Train Depot Parking Expansion: Owens Construction has been delayed with the completion of the Whirly Gig project in Wilson, due to a strictly enforced penalty on the project deadline. Mac Gay Engineering has done a rough site plan, which gives information such as asphalt thickness, etc.
- D. State Reserve Sewer Grant: DEQ representatives were on site on August 9<sup>th</sup>, to review the initial hydrology reports for the proposed spray field site. The proposed loading rates and soil testings were favorable. This will help to determine the construction plans and site layout for the project. It is anticipated that the environmental phase will be completed by the end of November, with design submission following. The projected flow when combining the new and old spray fields will be 350,000 GPD.
- E. Recycling Container Grant: Admin. Russell has been working with Matt James and the Division of Environmental Assistance to finalize the recycling container order. Cart samples should be available for Board approval in the next two weeks.
- F. South Parker Street Training Burn: The training burn for the South Parker Street location has been rescheduled for Saturday, September 30<sup>th</sup>. This is being coordinated with the assistance of Lin Jones and the Toisnot Volunteer Fire Department, along with the Wilson Community College Fire Program.
- G. Water Tank Painting: Admin. Russell has been working with Southern Corrosion to provide samples for the water tank repainting. Two lettering fonts have been provided in red and black. There has been some difficulty in developing samples that contain the Town seal or tree image that their printer can replicate. It was mentioned that the Board would like to see more samples, with green lettering and possibly with an Elm Tree.
- H. Wilson County Tax Collection Settlement Statement: The 2016 – 2017 Fiscal Year Tax Settlement Report was presented to the Board by Wilson County. A resolution is needed signifying approval. The tax collection rate was 95.1, over the statewide rate of 93%.

*MOTION: Comm. Edwards made motion that the 2016 – 2017 Tax Settlement Statement from Wilson County be approved; seconded by Comm. Wheeler. Motion passed by unanimous vote.*

- I. Paving Quotes: Admin. Russell has requested estimates on paving the section of Town streets that were highlighted at the July Board meeting. A complete list of bids has not been received.

5. **Invoices**

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

Additions:	Jean Thorpe, reimburse Depot Opening Supplies	\$11.47
	Roger Bass, Ordinance Mowings	\$50.00

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

6. **Comments from Public Floor**

Shirley Barron mentioned that there was an area on Daniel Drive past the second house on the right that needs to be mowed, due to the difficulty to see when turning the curve. She also mentioned that there was a sink hole on the left side of Daniel Drive where work had been done. Dean Holmes, with Envirolink, was present at the meeting and mentioned that the hole was on a list to have been repaired that day.

Dean Holmes introduced J P McCann to the Board, which would be transitioning as the new regional manager over the area. Dean would become the manager of the maintenance portion for Envirolink. He mentioned that there had been 702-man hours worked under the contract last month.

7. **Commissioner Concerns**

Comm. Wells mentioned that she would like to see the Board have available at each monthly meeting a Citizen Survey that had been returned to ascertain what can be done to address some of the concerns the citizens may have. She suggested tightening of ordinances and following minimum housing standards.

It was suggested that two separate dates be set in Town for the cleaning up of properties in Town, where the community comes together to help those who may need it.

Comm. Wheeler mentioned that he felt the Vacant Property Ordinance had been a great success. There are 10 percent of the people who the Town may need to drill or buckle down on, but most of those are property owners who live away, or are considered out of town owners.

Comm. Edwards mentioned that he would like to see the Town start a Farmer's Market outside of the Train Depot, and suggested it be run in conjunction with other towns. He feels it would be a help with community involvement, and suggests that it be a true Farmer's Market, versus a flea market.

Comm. Childress suggested that the Town rent out 10 x 10 spaces inside of the Depot during the Elm's Festival in October at a cost of \$25.

Admin. Russell mentioned that he had been in contact with Melvin Whitman, owner of BQ Grills, regarding working together to have a Whole Hog Grilling Competition in the Spring. Mr. Whitman would be interested in sponsoring the event, which could be a 15 – 20 pig contest.

Comm. Wheeler questioned whether or not the meter is working at the Oak View Well, and wondered when the billing for the sites there would begin. Admin. Russell mentioned that information had come in that the Town had been awarded \$170,000 for use on filters at the two sites that the application was written. To do both filters it would require the Town get financing for \$300,000. Admin. Russell suggested that it was offered for 15 years, zero percent interest, but would require LCG approval. DEQ will automatically forward information to the LGC. If the financing is turned down by the LGC, Admin. Russell suggested either finding a way to pay out of the water fund, or narrowing the scope down to filter one of the well sites.

*MOTION: Comm. Cooke made motion that the Oak View Well be the one filtered, if financing for both is not allowed; seconded by Comm. Wheeler. Motion passed by unanimous vote.*

Comm. Childress mentioned that the American Legion ditch piping was clogged. When the area receives too much rain, the road isn't passable.

Comm. Childress mentioned that he would like to see the Town apply for a grant to establish a music park, using funds to buy the Tyson property next to the library. The park would be available for use by local school bands, churches, etc.

Admin. Russell mentioned that information would be available for the application for the PARTF grant, which will help the Town purchase the property with the cotton gin, next to the Elm City Park.

## **8. Adjournment**

Mayor Smith adjourned the meeting at approximately 8:40 pm, August 15, 2017, 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*