

**ELM CITY BOARD OF COMMISSIONERS
TUESDAY, MARCH 12, 2013
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 March 12, 2013.

2. Roll Call

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

Commissioner, Melvin Cooke (hereinafter “Comm. Cooke”)

Commissioner, Lewis Crockett (hereinafter “Comm. Crockett”)

Commissioner, Marsha Wells (hereinafter “Comm. Wells”)

Commissioner, Gil Wheeler (hereinafter “Comm. Wheeler”)

Town Administrator, Jonathan Russell (hereinafter “Admin. Russell”)

Town Clerk, Dena Cordell

3. JoAnn Daniels – Health Care Initiative

JoAnn Daniels, an Elm City native, applied for and was awarded a grant from the BCBS Foundation of NC. She presented the Board with her vision of “Building Healthy Families” in Elm City. This grant will be used to teach exercise and nutritional classes to citizens nine years of age and up. Classes will be held two nights a week (Tuesday & Thursday), beginning in April and continuing through September. Ms. Daniels has been in contact with Carl Johnson, of the American Legion, who will rent their building at a cost of \$150 monthly. Blue Cross Blue Shield would like to see the Town share the cost of the rental. Total cost for the six month rental is \$900, making the Town’s portion \$450. No salaries will be

paid, and all workers would be on a volunteer basis. There are currently 12 volunteers. Remaining portion of the grant would be used for supplies needed. Ms. Daniels requested that the Town handle all money details for the project. The Board requested that Admin. Russell check with the Town Attorney and Auditor to see the ramifications of handling the funds.

MOTION - Comm. Cooke made motion that the Town match BCBS and award \$450 for rental of the American Legion building; seconded by Comm. Crockett. Motion passed by unanimous vote.

5. Sheriff's Office – Officer Driver

Officer Driver, Wilson County Sheriff's Deputy assigned to Elm City, approached the Board regarding the policy of abandoned houses in Town. He reported that some of them are used for drug purposes, and shared the dangers of offenders using them to hide in when being chased. Admin. Russell told Officer Driver that the Town is currently in the process of tearing down some of the properties, as well as some of them being in a holding pattern. He requested that the officer meet with Sheriff Woodard and request that letters be written from his office. Doing so will speed up the process of having the ability to tear down such houses.

6. Approval of Minutes from Last Meeting

Mayor Smith gave the Board opportunity to review the proposed minutes from the February 12, 2013, meeting.

MOTION – Comm. Wells made motion to approve the minutes of the February 12, 2013, Elm City Board of Commissioners Meeting; seconded by Comm. Crockett. Motion passed by unanimous vote.

7. Admin. Russell's Report

Admin. Russell reported to the Board from the written report he submitted within the March 12, 2013 Agenda Packet. The following actions were taken by the Board as related to Admin. Russell's report:

- A. Waste Water Collection System Inspection: A NCDENR representative performed an inspection on the Town's collection system on Friday, March 8, 2013. All required documentation was in order. The representative was pleased with the Town's efforts to lower I & I throughout the Town. The inspection was good for a year.
- B. Storm Drain Grant: Admin. Russell met with Mike Aquesta, of Municipal Engineering, on Monday, February 25th, to evaluate the Town's storm water system. This work was done in an effort to prepare estimates on a system-wide repair to improve the movement of storm water out of the Town. It will be used for a grant application with Clean Water Management Trust Fund to upgrade the system. Estimated cost of the improvements is \$100,000 and will include re-digging ditches. Application will be due in September of this year.
- C. Refinancing USDA Debt: Admin. Russell has been in contact with several banks inquiring about the possibility of refinancing the Town's debt. Interest rates are at an all-time low. Reducing the annual payments with a lower interest rate will free up monies for additional cash flow. Admin. Russell would also like to reduce the term of the debt, which currently has 34 years remaining. BB&T sent a response that would shorten the term to 20 years and result in a savings of \$872,000.00
- D. Additional Sidewalk Repair Quote: A quote was received from Anderson and Company on the repair of the four corners surrounding the railroad tracks. The cost of the repair is \$12,368. Also included was a quote on

additional repair to the sidewalks in front of Elm City Furniture, which would complete all repairs on the West side of Town. Estimated cost of this repair was \$10,920.

- E. NC Small Town Main Street Program: The NC Small Town Main Street Program will hold a pre-application meeting on April 3, 2013, to discuss the upcoming application cycle. This program provides assistance with planning, design, and marketing of downtowns in municipalities with populations less than 7,500.

- F. NCDENR Notice of Violation: The Town received a notice of violation for freeboard limits in two of the collection lagoons. The permit requires two feet of freeboard at any time. On February 27, 2013, the 301 lagoons were at 1.95, and the secondary lagoon was at 1.8 feet. They are currently in compliance.

- G. NC League of Municipalities Workers Compensation and Health Insurance Update: The NCLM held a workshop on March 7, 2013, to discuss changes in the healthcare and workers compensation policy for the 2013-2014 fiscal year. They are estimating up to a 19% increase, in preparation for the healthcare reform that will take effect on January 1, 2014.

- H. Additions to Report:
 - 1. Admin. Russell will contact Hodge Construction for a quote on street sweeping the Town.

 - 2. Admin. Russell has been in contact with various owners of run-down properties on East and West Main Street, who are financially unable to keep up their properties. It is possible for the Town to enter into an agreement with each owner to share the cost of

demolition for these properties, in an effort to clean up the Town. There were five properties in all.

3. Admin. Russell was given information regarding the possibility of the CSX trains refraining from blowing the whistle before and while in Town. However, due to safety precautions, the Board feels best that the train continue on with sounding the whistles.
4. Admin. Russell presented the Board with possibilities of revamping the Town's Christmas Decorations, and gave them a quote and pictures of possible new decorations. The quote from Display Sales was for 30 new power pole LED decorations at a cost for product and shipping of \$8,420.

8. Invoices

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

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

9. Comments from Public Floor

Thelma Young mentioned the need of having a defined space at the park for different age groups. When children are playing on the court, and adults come, the children have to leave. She requested a specified time for children to play, and use a sign to advertise such. The Mayor's concern with using the sign would be that the time frames would have to be enforced, and feared that the sign wouldn't be a viable answer. Comm. Cooke mentioned the possibility of putting a fence through the center of the park. The Board will look at ways to reconfigure the park, giving a space for both children and adults to have areas to play. Ms. Young mentioned the possibilities of asking area churches for donations for the park.

Another citizen mentioned the possibility of decorating Railroad Street during the Christmas Season, so that as the train travels through the Town, they can see lovely sights of the Town. It would make visiting the Town appealing.

Leslie Atkinson, Wilson County Board of Commissioner for the Elm City area, was present in the meeting. He applauded the Board for the work that had been done and encouraged them to keep up the good work. He expressed concerns over the continued moratorium and expressed his willingness to help in any way he can. He encouraged the Board to speak with Ms. Nance, of the County, regarding land for development. Mr. Atkinson also mentioned that he is continuing to work on the monies for the Elm City Park Project.

10. Commissioner Concerns

Comm. Crockett mentioned an email he had received regarding the House Bill 150, where municipalities would lose in-town control of ordinances for properties. He requested that the Board look into the Bill and contact representatives.

Admin. Russell reported that Mike Myers, with Envirolink, was agreeable with most changes requested by the Board. He agreed to take the CPI wording out. Mr. Myers would agree to change the term to five years, but doing so would have to be done at the current rate charged. However there would be a reduction for testing costs. He agreed to withdraw the percentage of overage and do a direct bill at cost. He guaranteed all work would get done. After the five year term, there would be no automatic renewal, but both parties will sit down together to make a renewal contract. This action will be tabled until all information is in writing.

Comm. Cooke made mention that the office is in need of having the use of a business credit card for the Town.

MOTION – Comm. Cooke made motion that Admin. Russell procure a business credit for the Town through BB&T; seconded by Comm. Crockett. Motion passed by unanimous vote.

11. Adjournment

Mayor Smith adjourned the meeting at approximately 9:01 pm, March 12, 2013, upon motion of Board.

MOTION – Motion was made to adjourn by Comm. Crockett; seconded by Comm. Wheeler. Motion passed by unanimous vote.

Minutes submitted by: Dena H. Cordell, Town Clerk