



**ELM CITY BOARD OF COMMISSIONERS  
TUESDAY, MAY 13, 2014  
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 13, 2014.

**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, Gil Wheeler (hereinafter "Comm. Wheeler")  
Commissioner, Marsha Wells (hereinafter "Comm. Wells")  
Town Administrator, Jonathan Russell (hereinafter "Admin. Russell")  
Town Clerk, Dena Cordell

**3. Approval of Minutes from Last Meeting**

Mayor Smith gave the Board opportunity to review the proposed minutes from the April 15, 2014, meeting.

*MOTION: Comm. Cooke made motion to approve the April 15, 2014, meeting minutes; seconded by Comm. Crockett. Motion passed by unanimous vote.*

**4. McGill and Associates TAG Grant Presentation**

David Honeycutt, from McGill and Associates presented the Wastewater Study, performed for the Town from use of the Technical Assistance Grant monies awarded by North Carolina Department of Environment and Natural Resources. The purpose of the study was to evaluate the Town's current wastewater situation and the potential alternatives for solving the Town's issues. Feasible alternatives include regionalization with Rocky Mount, Sharpsburg, and Wilson. The preferred alternative is a surface water discharge into an unnamed tributary of Town Creek, as well as the operation and discharge of the current spray irrigation. The recommended next

steps for the implementation of surface water discharge are to seek funding, apply for a NPDES Permit with Engineering Alternatives Analysis, and retain an authorization to construct permit. The estimated capital cost for the Town would be \$2,652,130.

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

- A. CDBG Application Submitted: The CDBG application to replace the waterlines in the Gray Street area was submitted on May 1, 2014. This will work to help alleviate the brown water issues happening occasionally in the area. An expected answer from the submission is by June 15, 2014.
- B. NCDENR Follow-up Meeting: A meeting has been schedule with NCDENR representatives on Thursday, May 29, 2014. Options for moving forward with the sprayfield will be discussed. It is in hopes the additional capacity, based on efforts made, will help to mitigate the problem.
- C. Hydrogeologic Report on Old Sprayfield: The soil testing data has been reviewed and appears that the old sprayfield has improved. The initial results point towards an addition 70,000 gallons per day of capacity on the old fields. The moratorium would not be lifted, but the additional gallons per day would move the Town more towards compliance.
- D. NC Department of Commerce Grant Application: Dr. John Pickett has requested that the Town submit a facility rehab grant on his behalf through the NC Department of Commerce. The funds would allow for upgrades to be made to the Best Family Diner, for him to open a doctor's office.

*MOTION: Comm. Cooke made motion that the Town submit a facility rehab grant with the NC Department of Commerce for Dr. Pickett; seconded by Comm. Wheeler. Motion passed by unanimous vote.*

- E. Family Fun Day: Donnie Wilkes Ministries would like to hold a Family Fun Day on Saturday, August 16, 2014 from 10 am – 2 pm. Pastor Wilkes is interested in using the space in front of the train depot, and would like Board approval to do so.

*MOTION: Comm. Crockett made motion that the Town allow the Donnie Wilkes Ministries permission to use the open space in front of the Train Depot for the upcoming Family Fun Day; seconded by Comm. Cooke. Motion passed by unanimous vote.*

- F. Memorial Day Celebration: The Elm City American Legion will be holding a service in honor of service men and women, both past and present, on May 26, 2014 at 10 am, next to the Town office. The post requested the Town provide a tent for the service.

*MOTION: Comm. Cooke made motion for the Town to provide a tent for the Memorial Day Celebration; seconded by Comm. Crockett. Motion passed by unanimous vote.*

G. Additions to Report:

1. Anderson & Company: An estimate was received to complete the sidewalks downtown and in front of the furniture store. The two blocks downtown would cost \$51,692. Cost for the area in front of the furniture store would be \$14,920. Both areas would complete the Main Street area. More bids will be received.
2. 607 S. Parker Street, Town-owned property: Australia Virgil, neighbor to said property is interested in purchasing the lot at a cost of \$500, including paying the Town's legal fees.

*MOTION: Comm. Cooke made motion that the Town sell the Town-owned property, 607 S. Parker St. to Ms. Virgil in the amount of \$500 plus legal fees; seconded by Comm. Crockett. Motion passed by unanimous vote.*

3. Elm City Park Project Update: Cleaning of property continues on the new park site. Site options will be available at the next meeting. It is important to select a play unit and get it ordered.

Mayor Smith mentioned the use that the Spivey Park on Wilson Street is receiving. He also mentioned the recent use – and need of restrooms. Rev. Hill is interested in providing restrooms at the Spivey Park. Connection for the sewer would need to be cleared through the State.

*MOTION: Comm. Cooke made motion that the Town allow Rev. Hill to build restroom facilities at the Spivey Park, pending state approval for connection; seconded by Comm. Crockett. Motion passed by unanimous vote.*

4. Additional Solar Farm: An application for an additional solar farm to locate in the ETJ was received. They are six months along in the process. A meeting with the Town planning board will be scheduled.

## 5. **Invoices**

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

Additions to invoices:

- Rid A Pest - \$200
- Wilson Co. Sheriff's Office - \$10,424.98 (2 months)
- Envirolink - \$1,627.33

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

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

Brooks Barkley questioned the cost for the Town to connect with Wilson. Cost of doing so is \$3.06 per 1,000 gallons.

Governor and Shirleen Robinson approached the Board concerning their recent water leak of 56,000 gallons. Their interest was for the Board to approve an additional adjustment to their account. An adjustment of \$517.39 was given towards the sewer charge on the bill. It was of the Board's opinion for no additional adjustment to be given.

Governor Robinson also mentioned the N. Pender Street flooding that occurs during rain storms. Admin. Russell responded that the line to take storm water from the area is small, and isn't able to take the necessary water. The Town may need to upgrade to larger lines. He will check with Envirolink to be sure the lines are clean and prepared to take water.

Thelma Young thanked the Board for having the field cut on Main Street.

## 7. **Commissioner Concerns**

Comm. Wells is interested to see if it would be feasible for the Town to find workers to address the small items that need to be done, which are currently in the Envirolink Contract.

Mayor Smith mentioned the International Gospel Festival, a day planned by the First Missionary Baptist Church of Elm City. Festivities begin at 12 pm, with the parade beginning at 1 pm.

**8. Closed Session**

*MOTION:* Comm. Cooke made motion to go into closed session; seconded by Comm. Crockett. Motion passed by unanimous vote. The closed session met pursuant NCGS 143-318.11 (personnel and legal matters).

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

*MOTION:* Comm. Cooke made motion to adjourn the closed session and re-open the open session; seconded by Comm. Crockett. Motion passed by unanimous vote.

**10. Adjournment**

Mayor Smith adjourned the meeting at approximately 9:33 pm, May 13, 2014, 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