

TOWN OF ELIZABETHTOWN

Scheduled Meeting

April 7, 2014

The Elizabethtown Town Council met for their regular meeting on April 7, 2014 at 7:00 p.m. in the Council Chamber of the Elizabethtown Municipal Building. Those in attendance were Mayor Sylvia Campbell, Mayor Pro Tem Rufus Lloyd, Council Members, Herman Lewis, Dicky Glenn, Ricky Leinwand, Paula Greene, Dr. Darrell Page and Town Attorney Goldston Womble. Department Heads present included Police Chief Bobby Kinlaw, Public Services Director Pat DeVane, Interim Finance Director Jay Leatherman, Fire Chief Byron Graham, Zoning/Code Enforcement Officer Bryan Martin and Town Manager Eddie Madden.

Item #1: Opening and Call to Order

Mayor Campbell recognized Mayor Pro Tem Rufus Lloyd to lead the invocation for the evening meeting. Mayor Campbell recognized the Color Guard Cadets of the Paul R. Brown Leadership Academy to present the colors and lead in the Pledge of Allegiance.

Mayor Campbell presented the April 7, 2014 agenda for approval. A motion was made by Council Member Dicky Glenn, and seconded by Council Member Herman Lewis to approve the agenda and supplemental as presented (Unanimous).

Item #2: Approval of Previous Minutes

Mayor Campbell presented to Council, the minutes of March 3, 2014 Noon Work Session and March 3, 2014 Closed Session. Meeting. A motion was made by Council Member Dicky Glenn and Mayor Pro Tem Rufus Lloyd to approve the minutes as presented (Unanimous).

Item #3: Update of Events sponsored by the Lumber River Council of Governments by Ann Oglesby

Mayor Campbell welcomed and recognized Lumber River Council of Governments Director of Aging Ms. Anne Oglesby. Ms. Oglesby distributed information regarding senior adults and the programs that are available and the funding availabilities for the fiscal year. Ms. Oglesby gave a brief overview of their senior adult program and gave general information for upcoming events through the LRCOG that have or will be taking place in Bladen County. Ms. Oglesby asked for questions, but none were noted.

Mayor Campbell thanked Ms. Oglesby for her presentation and the work that she continues to do through the LRCOG.

Item #4: Request by Mr. George Boussias for Town to install curb and gutter on Dunham Street

Mayor Campbell conveyed to Council Members that Mr. George Boussias would not be presenting during the evening meeting.

Item #5: Recognize May 11th-17th 2014 as National Police Week

Mayor Campbell presented a Proclamation for Council's consideration in which National Police Week and Peace Officers Memorial Day (May 15th) would be observed during the week of May 11th.

A motion was made by Council Member Darrell Page, and seconded by Council Member Ricky Leinwand to approve the Proclamation as presented (Unanimous). Copy attached and incorporated herein by reference

Item #6: Resolution #R-14-03 To Declare Certain Items as Surplus Property to be sold at Public Auction on April 26, 2014

Mayor Campbell stated that a surplus auction would take place on Saturday, April 26th at the Elizabethtown Airport which will consist of items from the Police Department, Fire Department, Public Services and Administration.

A motion was made by Council Member Dicky Glenn, and seconded by Mayor Pro Tem Rufus Lloyd to declare items as surplus (#R-14-03) and authorize for a public auction (Unanimous). Copy of resolution attached and incorporated herein by reference.

Item #7: Resolution #R-14-06 To Declare 2250 Metal Water Box Lids as Surplus Property and Authorize Pat DeVane to negotiate the sale with Private Party Bidders

Mayor Campbell stated that 2,250 Metal Water Box lids have been requested to sell as surplus property through private party bidders. A motion was made by Council Member Herman Lewis, and seconded by Council Member Paula Greene to approve Resolution #R-14-06 (Unanimous). Copy attached and incorporated herein by reference.

Item #8: Audit Contract for FY 2014-15

Mayor Campbell stated that Council is requested to consider approving the Audit Contract that was submitted by Thompson, Price, Scott, Adams and Company. A motion was made by Mayor Pro Tem Rufus Lloyd, and seconded by Council Member Darrell Page to approve the audit contract for FY 2014-15 as presented (Unanimous). Copy attached and incorporated herein by reference.

Item #9: Chestnut Lane Matter

Mayor Campbell recognized Town Manager Eddie Madden to present this agenda item regarding Chestnut Lane. Mr. Madden stated that Chestnut Lane has been a part of the Town's maintenance system since it was constructed some years ago. Mr. Madden reported that some years ago the Elizabethtown Planning Department re-classified Chestnut Street as a private street; however the Town has been receiving Powell Bill funding even during the time it was re-classified as "private". Mr. Madden stated that the Town was approached by the property owners to add Chestnut Lane to our street system and it was done in accordance with the requirements that were made at that time. Mr. Madden later found through research, that Chestnut Lane was designated by the NC DOT as a public street and apart of the Town's maintenance system, which has created a problem. Mr. Madden reminded Council that this agenda item was tabled in the March Council meeting; therefore, direction is needed as to rectifying this situation. Mr. Madden added that the property owners have accumulated in expenses, to bring the street up to standard, about \$3,600. Mr. Madden conveyed to Council that this street has not been maintained by anyone other than the property owners on Chestnut Lane, for approximately 10 years.

A motion was made by Council Member Dicky Glenn, and seconded by Council Member Herman Lewis to refund the money spent by the property owners on Chestnut Lane (Unanimous).

Item #10: Tax Releases

Mayor Campbell stated that Tax Collector Beverly Robinson has submitted tax releases for the following:

2013 Velocity Solutions Inc 0528820

Reason Abated Wrong Value

Released Value \$405,000

Personal Property

Tax Released \$2,490.75

Late List \$ 249.08

2013 Velocity Solutions Inc 0528820

Reason Abated Wrong Value

Released Value \$412,500

Personal Property

Tax Released \$2,536.88

Late List \$ 253.69

2013 Waccamaw Aviation LLC 5013460

Reason Not in City Limits

Released Value \$150,000

Personal Property

Tax Released \$922.50

Late List \$ 92.25

2013 Waccamaw Aviation LLC 5013460

Reason Not in City Limits

Released Value \$27,075.00

Personal Property

Tax Released \$166.51

Late List \$ 16.65

2012 Waccamaw Aviation LLC 5013460

Reason Not in City Limits

Released Value \$150,000

Personal Property

Tax Released \$922.50

Late List \$ 92.25

2012 Waccamaw Aviation LLC 5013460

Reason Not in City Limits

Released Value \$27,075.00

Personal Property

Tax Released \$166.51

Late List \$16.65

Grand Total \$7,926.22

A motion was made by Council Member Dicky Glenn, and seconded by Council Member Herman Lewis to approve the tax releases as presented (Unanimous).

Item #11: Utility Account Releases

Mayor Campbell presented the Utility Account Releases in which this agenda item was presented in the March Council meeting; however, there were questions that needed to be researched and it was tabled.

A motion was made by Council Member Dicky Glenn, and seconded by Mayor Pro Tem Rufus Lloyd to approve the Utility Account Releases (Unanimous). Copy attached and incorporated herein by reference.

Item #12: Budget Amendment No. 2014-09

Mayor Campbell recognized Interim Finance Director Jay Leatherman to present Budget Amendment No. 2014-09. Mr. Leatherman presented several items pertaining to the Budget Amendment; they are as follows:

EXPENDITURES

Maintenance & Repair: Parks	\$1,250.10
Professional Appraisal Services	\$ 400.00
Repair & Paint Automobile	\$1,375.00
Professional fees-Title search Smith Circle Prop.	\$ 571.00
Capital Outlay-Slingsby Street	\$30,799.08
Survey Smith Circle Property	\$ 825.00
Budget Retreat Speaker-Mae Craven	\$ 500.00
Total	\$35,720.18

REVENUES

Recreation FB Approp.	\$1,650.10
Fund Balance Approp.	\$32,674.08
Utility Fund Approp.	\$1,396.00
Total	\$35,720.18

A motion was made by Council Member Dicky Glenn, and seconded by Council Member Herman Lewis to approve Budget Amendment as presented (Unanimous).

Item #13: Monthly Financial Report

Mayor Campbell requested that Council consider the monthly financial report which was submitted by Interim Finance Director Jay Leatherman. Mayor Campbell asked for questions and/or comments, but none were noted. Copy attached and incorporated herein by reference.

Item #14: 2013-2018 Capital Improvement Plan Approval

Mayor Campbell stated that Public Services Director Pat DeVane completed the 2013-2018 CIP "wish list" for Council's review and approval. A motion was made by Council Member Darrell Page, and seconded by Mayor Pro Tem Rufus Lloyd to approve the CIP (Unanimous). Copy attached and incorporated herein by reference.

Item #15: Asset Management Plan Approval

Mayor Campbell recognized Town Manager Eddie Madden to present this agenda item. Mr. Madden stated that the Town was selected in 2011 for an Asset Management Plan grant, after the Town submitted an application to the NC Rural Center. Mr. Madden reported that consultants from the NC Rural Center have been working with the Public Services Director in identifying key assets, identifying asset risks and completed minor mapping. Mr. Madden reported that their findings match up to the Town's critical needs, which centers on the replacement of Well #1; Well #3 is in the process of being replaced.

A motion was made by Council member Herman Lewis, and seconded by Council Member Dicky Glenn to approve the Asset Management Plan (Unanimous). Excerpt of Plan attached and incorporated herein by reference.

Item #16: "Briefly's"

Mayor Campbell recognized Town Manager Eddie Madden to expound on upcoming events. Mr. Madden briefly reported on the following events:

- Ricks Management Spring Meetings
- Offices will be closed on Friday, April 18th for Good Friday
- Opening Ceremony for Dixie Youth Baseball is Saturday, April 12th at 11am at Leinwand Park.
- 2014 Town Hall Day will take place on June 4, 2014 at the LGFCU Conference Center in Raleigh.
- Mayor and Council Members are invited to attend the Bladen County Firefighters Association dinner and meeting on Thursday, April 10th at 6pm to view an E-One Fire Engine that will be on display.
- Mr. Madden conveyed to Council that a webinar discussing guidelines of what you can and cannot do in closed session will take place on Monday, April 14th at LRCOG in Pembroke, from 10am to 11:30am; Council was invited to attend.
- Chief Bobby Kinlaw reminded Council that "Kid's Appreciation Day" would take place on May 3rd behind the Municipal Building.

Item #17: Open Forum

Mayor Campbell opened the meeting to open forum for anyone wishing to speak, but no one responded.

Mayor Campbell requested a motion to adjourn. A motion was made by Council Member Herman Lewis, and seconded by Council Member Dicky Glenn to adjourn (Unanimous).

Sylvia Campbell, Mayor

ATTEST:

Sarah L. Baysden, Deputy Town Clerk