

TOWN OF ELIZABETHTOWN

Re-Scheduled Meeting

April 8, 2013

The Elizabethtown Town Council met for their re-scheduled meeting on April 8, 2013 at 7:00 p.m. in the Council Chamber of the Elizabethtown Municipal Building. Those in attendance were Mayor Pro Tem Rufus Lloyd, Council Members, Herman Lewis, Dicky Glenn, Ray Allen, Ricky Leinwand, Paula Greene, and Attorney Goldston Womble. Department Heads present included Public Services Director Pat DeVane, Finance Director Jan Lennon, Police Chief Bobby Kinlaw, Fire Chief Byron Graham, Zoning/Code Enforcement Officer Bryan Martin and Town Manager Eddie Madden. Also present was WK Dickson Representative Carter Hubbard. Absent: Mayor Sylvia Campbell.

Mayor Pro Tem Rufus Lloyd called the meeting to order and lead the invocation for the evening meeting.

Mayor Pro Tem Rufus Lloyd presented the April 8, 2013 agenda and supplemental for approval. A motion was made by Council Member Herman Lewis, and seconded by Council Member Dicky Glenn to approve the agenda and supplemental as presented (Unanimous).

Item #1: Approval of Previous Minutes

Mayor Pro Tem Rufus Lloyd presented to Council, the minutes of the March 4, 2013 Regular Work Session, Regular Meeting minutes of March 4, 2013, March 12, 2013 Special Called Meeting and March 18, 2013 Special Called Meeting. A motion was made by Council Member Herman Lewis and seconded by Council Member Dicky Glenn to approve the minutes as presented (Unanimous).

Item #2: Resolution (#R13-07) Bladen County Solid Waste Management Plan

Mayor Pro Tem Rufus Lloyd recognized Town Manager Eddie Madden to present this agenda item regarding the Bladen County Solid Waste Management Plan. Mr. Madden stated that Bladen County Operations Manager Robert Mazur asked if the Town of Elizabethtown would adopt the Resolution for the update of the Solid Waste Management Plan. Mr. Madden stated that this plan would be in place for three years and would be brought forward three years after. Mr. Madden stated that the central purpose of the Solid Waste Management Plan is to reduce solid waste stream and

encourage recycling and to promote the Public Health Environment of the County. Mr. Madden stated that Council is encouraged to approve the Resolution.

A motion was made by Council Member Ricky Leinwand, and seconded by Council Member Herman Lewis to approve Resolution #R13-07 as presented (Unanimous). Copy of the signed Resolution is attached hereto and incorporated herein by reference.

Item #3: Proclamation to Recognize August 27th as the Anniversary of the "Battle of Elizabethtown"

Mayor Pro Tem Rufus Lloyd stated that a Proclamation recognizing August 27th as the Anniversary date of the "Battle of Elizabethtown" will be considered by Council. Town Manager Eddie Madden stated that Friday August 16th through Sunday, August 18th had been slated for the Battle of Elizabethtown re-enactment

A motion was made by Council Member Herman Lewis and seconded by Council Member Paula Greene to approve the Proclamation as presented (Unanimous). Copy of the signed Proclamation is attached hereto and incorporated herein by reference.

Mayor Pro Tem Lloyd recognized Ms. Sunday Allen in which she spoke on behalf of the Bladen County Historical Society and stated that the Historical Society wanted to participate in the re-enactment of the Battle of Elizabethtown and would contact the appropriate people in order to do so.

Item #4: Proclamation to declare May as Lyme Disease Awareness Month

Mayor Pro Tem Rufus Lloyd stated that a Proclamation declaring May as Lyme Disease Awareness Month is presented for Council's consideration. A motion was made by Council Member Dicky Glenn, and seconded by Council Member Herman Lewis to approve Proclamation to declare May as Lyme Disease Awareness month (Unanimous). Copy of the signed Proclamation is attached hereto and incorporated herein by reference.

Item #5: Resolution (#13-08) Tentative Award of Bids for Elizabehtown AMR Project

Mayor Pro Tem Rufus Lloyd recognized Town Manager Eddie Madden to present this agenda item regarding the tentative award of bids for the Automated Meter Reading Project. Mr. Madden stated that the Town of Elizabethtown placed the AMR project out for bids and due to the lack of bids received, a 2nd request for bids was submitted and bids for contract 1 & 2 were accepted from a responsible bidder for each of the contracts, with the exception of Contract 3. Mr. Madden presented the following bids:

Contract #1-Awarded to Carolina Meter Supply for a low bid of \$460,148.00

Contract #2-Award to Hickman Utilities, Inc. for a low bid of \$206,289.25

Contract #3-Award to Matchpoint, Inc. for a low bid of \$18,900

Mr. Madden stated that WK Dickson Representative Carter Hubard was present at the evening meeting to answer any questions that may be asked.

Mr. Hubard stated that a Resolution on this project was in order which will be used to submit proper documentation to NC Department of Environment and Natural Resources (NCDENR). Mr. Hubard asked for questions, but none were noted.

Mayor Pro Tem Lloyd asked if Public Services Director Pat DeVane had any comments to make at this time, but none were noted.

A motion was made by Council Member Ricky Leinwand, and seconded by Council Member Herman Lewis to approve the Resolution as presented (Unanimous). Copy of the signed Resolution is attached hereto and incorporated herein by reference.

Item #6: Tentative Award of Bids for Elizabethtown AMR Project

Mayor Pro Tem Rufus Lloyd recognized Town Manager Eddie Madden to present this agenda item regarding the tentative award of bids for Elizabethtown AMR Project. Mr. Madden stated that on March 12, 2013, the Town received bids for Contracts 1, 2 & 3 of the Automatic Meter Reading project, three bids were received for Contract 1 and four were received for Contract 2 and only one bid was received for Contract 3. Mr. Madden advised that Contract 3 was re-advertised; therefore, a bid tabulation sheet and recommendation letter was presented by WK Dickson Representative Carter Hubard since the project was re-advertised.

A motion was made by Council Member Ricky Leinwand and seconded by Council Member Herman Lewis to approve the bids for the AMR Project (Unanimous).

Item #7: Memorandum of Understanding for E-Verify Program

Mayor Pro Tem Rufus Lloyd recognized Town Manager Eddie Madden regarding the Memorandum of Understanding for the E-Verify program. Mr. Madden stated that the E-Verify program will be mandatory by July 1, 2013, which verify's the work authorization of new hires. The effective date

of the Act is staggered, based on the number of employees. Mr. Madden requested that Council consider approving the MOU as enacted by legislation, S.L. 2011-263 (H-36).

A motion was made by Council Member Ray Allen, and seconded by Council Member Herman Lewis to approve the MOU as presented (Unanimous).

Item #8: Adoption of Capital Improvement Plan for 2013-14

Mayor Pro Tem Rufus Lloyd recognized Town Manager Eddie Madden to present the Capital Improvement Plan (CIP) for 2013-14 for adoption. Mr. Madden stated that the Capital Improvement Plan for 2013-14 was presented in the March 18th Budget Planning meeting whereas these projects were discussed for the next five (5) years. Mr. Madden reminded Council that all anticipated projects, particularly those that involve the General Fund, will be carried over to 2014-15. Mr. Madden reported that Administration continues to work on a potential funding source for a fire truck (Engine #553); therefore, this item remains in the current 2013-14 line item. The remaining projects pertain to water/waste water system fund; however, it is hoped that these matters will be accomplished in the current year, if funds are available. Mr. Madden stated that any of these expenditures will be presented to Council for their consideration and approval at the appropriate time. Mr. Madden conveyed to Council Members that the CIP could be adopted in the evening meeting or they could consider for approval when they adopt the actual budget for the coming year. Mr. Madden asked for questions or comments regarding the CIP.

Council Member Paula Greene asked if the CIP was non-binding and if it could be changed if it were approved. Mr. Madden stated that this was correct, this CIP is simply a guideline, it displays the goals and objectives for Council in hopes that these items can be accomplished; upon the availability of funding.

A motion was made by Council Member Ray Allen, and seconded by Council Member Herman Lewis to adopt the Capital Improvement Plan (CIP) for 2013-14 (Unanimous).

Item #9: Discussion of Potential Service Reductions/Changes

Mayor Pro Tem Rufus Lloyd recognized Town Manager Eddie Madden to present this agenda item regarding potential service reductions and changes. Mr. Madden stated that revenue that the Town has relayed upon for several years, is now being adjusted in a manner that causes some alarm; therefore, the Town will need to make adjustments for this impending decision. Mr. Madden reiterated that he did not want the Town to reduce or modify services unless it was absolutely necessary. Mr. Madden advised that he has been working very tightly with the revenues that the Town does have available; however, there is a threat of the White Lake Prison Camp closing, thus causing the Town to take steps in making up for the loss of manpower. The Town of Elizabethtown utilizes through the Public Services Department approximately seven (7) inmates that help in leaf & limb, grass mowing,

weed eating and general maintenance. Mr. Madden reported the replacement of the inmates with paid staff, would bring a tremendous hit to the budget. Mr. Madden reported that Council would have to decide if they would want a reduction in services, raising revenue in some manner with fee increases or placing adjustments where necessary.

Council Members agreed to look at alternatives and different possibilities regarding the loss of revenue that the Town would encounter in the upcoming fiscal year.

Item #10: Budget Amendments (FY 2013-07)

Mayor Pro Tem Rufus Lloyd recognized Town Manager Eddie Madden to present Budget Amendments (FY 2013-07). Mr. Madden presented Budget Amendments for 2013-07 in which these items pertain to the cleaning and clearing of Tory Hole Park. Mr. Madden stated that this was previously approved by Council, they are as follows:

Expenditures

Faircloth's Tree Service	\$1,660
Southern Land Maint.	\$1,375.00
Ray Beasley	\$3,604.23
Bladen Builders	\$1,658.65
Total	\$8,296.88

Revenues

Recreation FB Appropriation	\$8,297.88
Total	\$8,297.88

A motion was made by Council Member Ricky Leinwand, and seconded by Council Member Herman Lewis to approve Budget Amendments (FY 2013-07) (Unanimous). Budget Amendment is attached and incorporated herein by reference.

Item #11: Tax Releases

Mayor Pro Tem Rufus Lloyd stated that Tax Collector Beverly Robinson has submitted Tax Releases for this month, they are as follows:

2011 David L. Edge 0523865

Reason No Late Penalty

Released Value \$1,291.50

Personal Property

Tax Released \$129.15

2011 LLC Jessup Properties 0524945

Reason Not in City Limits

Released Value \$3,000

Personal Property

Tax Released \$18.45

2012 LLC Jessup Properties 0524945

Reason Not in City Limits

Released Value \$3,000

Personal Property

Tax Released \$18.45

Late List 1.85

Grand Total Releases \$167.90

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

Item #12: "Briefly"

Mayor Pro Tem Rufus Lloyd recognized Town Manager Eddie Madden to present the "Briefly" for this month. Mr. Madden presented the following upcoming events and important dates.

- Col. Curtis L. Brown will be inducted into the Kennedy Space Center on Saturday, April 20, 2013.
- A Thank You letter was submitted by the Charles Underwood family to Council Members.
- Important News Articles
- Email from NC Rural Center "Add Your Voice"
- Letters to Senator Bill Rabon from Mayor Goldston Womble of White Lake.
- Letters to Representative William Brisson from Mayor Goldston Womble.
- Letter to Mr. Paul Butler from Mayor Goldston Womble.
- Monthly Performance Status Report as presented by Mr. Floyd Adams of The Adams Company.
- Proposal Acceptance Form for Phase 1 Environmental Site Assessment
- General CDBG Clauses
- NC Department of Environment & Natural Resources, funding availability
- Mr. Madden was approved by the ICMA Executive Board that he is an ICMA Credentialed Manager.
- Mr. Madden advised that he would be out of the office on Wednesday, April 17th-19th for the NC Airport Association Conference in Raleigh.
- Relay for Life will take place on Friday, May 3rd at Elizabethtown Middle School.
- Blue Ribbons will be placed throughout Town by the Department of Social Services for Child Abuse Awareness.

Item #13: Open Forum

Mayor Pro Tem Rufus Lloyd opened the meeting and requested that anyone with questions or concerns to please address Council, but no one came forward.

Item #14: Closed Session

Mayor Pro Tem Rufus Lloyd requested that Council enter into closed session. A motion was made by Council Member Dicky Glenn, and seconded by Council Member Herman Lewis to enter into closed session in accordance to NCGS143-318.11(a)(6) Personnel and NCGS 143.318.11(a)(3) Attorney-Client Privilege (Unanimous).

Rufus Lloyd, Mayor Pro Tem

ATTEST:

Sarah L. Baysden, Deputy Town Clerk