

TOWN OF ELIZABETHTOWN
Scheduled Meeting
August 4, 2014

The Elizabethtown Town Council met for their regular meeting on August 4, 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, 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 requested that the approval of the agenda and supplemental be considered. A motion was made by Council Member Paula Greene, and seconded by Council Member Dicky Glenn to approve the agenda and supplemental as presented (Unanimous).

Item #2: Approval of Previous Minutes

Mayor Campbell requested a motion to approve minutes of July 7, 2014 Noon Work Session, July 7, 2014 Regular Meeting, and July 7, 2014 Closed Session Meeting.

Item #3: Resolution #R-14-12: Declare a Portion of Town-Owned Property on Rollins Street (Lot #3) as Surplus Property and Authorize the Sale through Sealed Bids.

Mayor Campbell requested that Council consider the approval of Resolution #R-14-12 as it pertains to property being deemed as surplus and authorize the sale through sealed bids.

A motion was made by Council Member Darrell Page, and seconded by Council Member Herman Lewis to approve the resolution as presented. A copy of resolution attached and incorporated herein by reference.

Item #4: Façade Grant Approval

Mayor Campbell presented a Façade Grant request, in which Fisher's Men's & Ladies Store requested grant funding to replace the awning on the exterior of their store front. Town Manager Eddie Madden conveyed to Council that the Façade Grant may be up to \$2,000, but total project cost must not be less than \$500 and there must be at least 100% matching funds for the project.

A motion was made by Council Member Dicky Glenn, and seconded by Council Member Paula Greene to approve the Façade Grant application as presented (Unanimous).

Item #5: Removal of Encroachment on Town Owned Property

This agenda item was approved in the Noon Work Session to be tabled.

Item #6: Update the State Health Plan

Mayor Campbell recognized Town Manager Eddie Madden to present an update on the State Health Plan. Mr. Madden stated that SB105 as it pertains to the Town of Elizabethtown participating in the State Health Plan was signed by the Governor on July 22, 2014. This will allow Town Employees to participate in State Health Insurance. Mr. Madden stated that open enrollment would begin in October and Health Insurance would be effective by January 1, 2015. Additionally, the health insurance rates will not be increasing for 2015.

Item #6A: Approval of Resolution #R-14-13

Mayor Campbell stated that it would be necessary for Council to consider Resolution #14-13 for approval as it pertains to the State Health Plan and enrolling the Town employees in State Health Insurance. Mr. Madden requested that Council note the last paragraph of the Resolution in which it references employees that qualify would be provided with post retirement health insurance benefits. Mr. Madden stated that in the past, this is a benefit that has not been available for the employees. It does appear that this is something the Town could absorb and offer to the employees.

A motion was made by Council Member Herman Lewis, and seconded by Council Member Ricky Leinwand (Unanimous). Copy of Resolution attached and incorporated herein by reference.

Item # 7: Approval of 2014 Comprehensive Bicycle Plan Agreement with NCDOT

Mayor Campbell recognized Zoning/Code Enforcement Officer Bryan Martin to present this agenda item regarding the comprehensive plan.

Mr. Martin stated that the Town was selected to receive the grant , which is a \$30,000 grant, of which NC DOT will reimburse \$27,000. The purpose of this comprehensive plan is to allow a study that will take areas that are ideal for bike paths, bike lanes, and greenways throughout Town. This bicycle plan will provide greater flexibility to the Town with planning non-vehicular modes of transportation for citizens, business community, and visitors to the area.

A motion was made by Council Member Ricky Leinwand, and seconded by Council Member Dicky Glenn to approve the 2014 Comprehensive Bicycle Plan Agreement with NCDOT (Unanimous). Copy of agreement attached hereto and incorporated herein by reference.

Item #8: Bid Award for Demolition of Structures on Slingsby Street and Rollins Street

Mayor Campbell recognized Town Manager Eddie Madden to present this agenda item regarding the demolition of structures on Slingsby and Rollins Street. Mr. Madden stated that a bid opening took place on July 23rd in which two (2) bids were received for the demolition of structures and one bid was received on asbestos removal.

Council is requested to consider Register's Land Development bid for demolition in the amount of \$5,090 and Locklear and Son Carpet and Asbestos Removal, LLC in the amount of \$2,350. A motion was made by Council Member Paula Greene, and seconded by Mayor Pro Tem Rufus Lloyd to approve the lowest bids as presented (Unanimous).

Item #9: Change Orders for Automated Meter Replacement Project

Mayor Campbell recognized Public Services Director Pat DeVane to present this agenda item regarding change orders for the Automated Meter Replacement (AMR) Project. Mr. DeVane stated that three change orders have been submitted for Councils review and approval, they are as follows:

- 1-Extends the completion date from March 30, 2014 to July 8, 2014
- 2-Replacement of 500 cast iron meter boxes and corresponding plastic lids.
- 3-Increase the quantity of one inch meters and a reduction in 5/8 x3/4 inch meters

Mr. DeVane stated that Change Order #2 increases the Hickman Utilities contract by \$23,050 which is to be paid from the contingency line item in the project budget.

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

Item #10: Approve Purchase of Three Police Cruisers and Award Financing Bids

Mayor Campbell stated that bids were received regarding the purchasing and financing of three (3) new police cruisers. The lowest bid award was received from Ilderton Dodge and financing was awarded to First Citizens, for the lowest financing rate.

A motion was made by Mayor Pro Tem Rufus Lloyd, and seconded by Council Member Herman Lewis to approve the purchase of three police cruisers in the amount of \$71,505.00 from Ilderton Dodge and award financing to First Citizens (Unanimous).

Item #11: Budget Amendment No. 2015-01

Mayor Campbell stated that budget amendments for the month of August, 2014 are in the amount of \$145,163.50.

A motion was made by Council Member Paula Greene, and seconded by Council Member Ricky Leinwand to approve Budget Amendment No. 2015-01 (Unanimous). Copy of Budget Amendment is attached and incorporated herein by reference.

Item #12: Unpaid Fiscal Years' Tax Report and Order for Tax Collections

Mayor Campbell recognized Finance Director Jay Leatherman to present the unpaid Fiscal Years' Tax Report. Mr. Leatherman stated that Tax Collector Beverly Robinson submits a breakdown of the unpaid taxes for years 1999 through 2013 for a total cost of \$127,577.01.

A motion was made by Council Member Herman Lewis, and seconded by Mayor Pro Tem Rufus Lloyd to adopt the presented order directing Tax Collector Beverly Robinson to collect the taxes as charged and consider accepting the unpaid tax report and Order for Tax Collections as presented (Unanimous).

Item #13: Monthly Financial Report

Mayor Campbell recognized Finance Director Jay Leatherman to present the monthly financial report. Mr. Leatherman gave an update on the General Fund and Water Fund.

Item #14: Set September Meeting Date

Mayor Campbell stated that the regular scheduled Council meeting for September falls on Labor Day; therefore, Council agreed that the meeting would be changed to Tuesday, September 2, 2014.

Item #15: Appoint Voting Delegate and Alternate Voting Delegate for NCLM Conference-October 12-14

Mayor Campbell stated that the annual NC League of Municipalities Conference would take place October 12th through 14th in Greensboro, NC. Mayor Campbell requested that Council consider appointing two Council Members to serve as a Voting Delegate and an Alternate Voting Delegate. A motion was made by Council Member Dicky Glenn, and seconded by Council Member Ricky Leinwand to appoint Mayor Pro Tem Rufus Lloyd as Voting Delegate and Council Member Herman Lewis as the Alternate Voting Delegate for the NCLM Conference (Unanimous).

Item #16: “Briefly”

Mayor Campbell recognized Town Manager Eddie Madden to present upcoming events and important dates.

- Mr. Madden stated that an NC Business & Economic Development Summit would take place in Washington, DC on September 8th & 9th in which Congressman McIntyre would be attending. Mr. Madden invited the Mayor and Council Members to attend.
- The Chamber of Commerce and Cape Fear Valley-Bladen Healthcare will host a Summer Concert on Thursday, August 14th at 6pm at the Cape Fear Farmer’s Market.
- An Outdoor Movie event will take place at Tory Hole Park on Friday, August 15th at the amphitheatre.
- Mr. Madden stated that the Battle of Elizabethtown would take place on Saturday, August 16th and end on Sunday, August 17th.
- Mr. Madden conveyed to the Mayor and Council Members that an Ethics Training for Elected Officials would take place on August 12th for a two hour session.

Item # 17: Open Forum

Mayor Campbell opened the meeting to anyone wishing to speak during the open forum; however, no one spoke.

Item #18: Closed Session

Mayor Campbell 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 with NCGS 143.318.11. (a)(3)-Attorney Client Privilege and NCGS 143.318.11(a)(6)-Personnel (Unanimous).

With there being no further business to conduct, the meeting was adjourned.

Sylvia Campbell, Mayor

ATTEST:

Sarah L. Baysden, Deputy Town Clerk