

TOWN OF ELIZABETHTOWN
Regular Meeting
December 1, 2014

The Elizabethtown Town Council met for their regular meeting on Monday, December 1, 2014 at 7pm in the Council Chamber of the Elizabethtown Municipal Building. Those in attendance were Mayor Sylvia Campbell, Mayor Pro Tem Rufus Lloyd, Council Members, Dr. Darrell Page, Paula Greene, Herman Lewis, Ricky Leinwand and Dicky Glenn. Department Heads present included Police Chief Bobby Kinlaw, Fire Chief Byron Graham, Fire Chief Nick West, Finance Director Jay Leatherman, Interim Planning & Zoning Officer Joey Taylor, Public Services Director Pat DeVane and Town Manager Eddie Madden.

Item #1: Opening and Call to Order

Mayor Campbell called the meeting to order and recognized the Paul R. Brown Leadership Cadets to present the Pledge of Allegiance. The invocation was given by Mayor Pro Tem Rufus Lloyd. A motion was made by Council Member Herman Lewis, and seconded by Council Member Dicky Glenn to approve the agenda (Unanimous).

Presentation: Mayor Campbell recognized new employee Donnie Edwards at which time a lapel pin was presented.. Mayor Campbell stated that Mr. Edwards was unable to attend the noon work session. Mr. Edwards will be working in the Public Services Department.

Item #2: Approval of Previous Minutes

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

Item #3: FY 2013-14 Financial Audit

Mayor Campbell stated that CPA Bryon Scott of Thompson, Price, Scott and Adams presented the 2013-14 Financial Audit during the noon work session. Mr. Scott stated that all appeared to be in line and the Town met State levels for 2014.

Item #4: Resolution #R-14-20: Resolution of Appreciation for Mr. Charles Cain

Mayor Campbell recognized Planning Board Chairman Charles Cain, at which time a framed Resolution was presented in dedication to Mr. Cain's many years serving on the Planning Board. Mayor Campbell stated that Mr. Cain resigned from his position on the Board. A motion was made by Mayor Pro Tem Rufus Lloyd, and seconded by Council Member Herman Lewis to approve the Resolution as presented (Unanimous). Copy of Resolution attached and incorporated herein by reference.

Item #5: Resolution #R-14-21: Surplus Property Disposition-Fire

Department Truck

Mayor Campbell recognized Fire Chief Nick West to present the surplus property request. Chief West stated that the existing 1987 International Equipment Truck was no longer needed and would like to have the vehicle declared as surplus. Chief West stated that Ace Wrecker and Towing have showed continuous interest in purchasing same.

A motion was made by Council Member Paula Greene, and seconded by Council Member Herman Lewis to declare the 1987 International Equipment Truck as surplus and authorize Chief West to negotiate the private party sale (Unanimous). Copy of Resolution attached and incorporated herein by reference.

Item #6: Annual Certification of Firefighters

Mayor Campbell stated that under NC General Statute 58-86-25, a valid and accurate list of all eligible firefighters is required by the NC State Firemen's Association. Mayor Campbell stated that the annual roster of firefighters shows those who are eligible for the line of duty death benefit as well as Pension Fund credit.

A motion was made by Council Member Herman Lewis, and seconded by Council Member Dicky Glenn to approve the certified list of firefighters (Unanimous). Copy attached and incorporated herein by reference.

Item #7: Revision of Customer Service Policy

Mayor Campbell stated that Finance Director Jay Leatherman recently updated the Customer Service Policy that primarily deals with refunds of water account deposits and water service request that must be made before 9:30 am on Friday.

A motion was made by Council Member Dicky Glenn, and seconded by Council Member Herman Lewis to approve the revisions to the Customer Service Policy as presented (Unanimous). A copy may be obtained from the Finance Office.

Item #8: Update on Golden Leaf-Community Assistance Initiative

Mayor Campbell recognized Town Manager Eddie Madden to give an update on the Golden Leaf Community Assistance Initiative. Mr. Madden stated that an application would be submitted to Golden Leaf regarding a project that involved the Elizabethtown Airport and the Elizabethtown Industrial Park. Mr. Madden stated that this project was submitted to the Bladen County Commissioners and it is hoped that this project will be chosen to receive funding for Park Expansion and the Master Planning Project. Mr. Madden conveyed to Council that numerous counties are competing for funding as well; however, a very informative presentation was made and Golden Leaf will be making the decisions on which counties will receive funding for their projects. Mr. Madden encouraged Council Members to contact Golden Leaf and convey to them the importance of the project that was presented for Bladen County.

Item #9: Appointments to Zoning Board of Adjustment and Firemen's Relief Fund

Mayor Campbell stated that expiring terms pertain to the Zoning Board of

Adjustment and Firemen's Relief Fund. Mayor Campbell stated that Mr. Wayne Edge currently serves on the Firemen's Relief Fund and has an expiring term of January 2015; however, Mr. Edge has agreed to serve another one year term on this board. Mayor Campbell stated that expiring terms also pertain to Mr. Charlie Hilton, Mr. Frank McDowell and Ms. Brenda Carper on the Zoning Board of Adjustment. Mayor Campbell stated that Mr. Charlie Hilton and Ms. Brenda Carper have agreed to serve another 3-year term. Mayor Campbell stated that Mr. Mark Gillespie's name was submitted to fill the seat by expiring term member Mr. Frank McDowell.

A motion was made by Council Member Dicky Glenn, and seconded by Council Member Herman Lewis to re-appoint Mr. Wayne Edge to the Firemen's Relief Fund (Unanimous).

Item #10: Budget Amendment No. 2015-03

Mayor Campbell recognized Finance Director Jay Leatherman to present Budget Amendment No. 2015-03. They are as follows:

Expenditures

Third Police Car \$20,000

Revenues

Fund Balance Appropriation \$20,000-Capital Project Ordinance
Fund 118 Tory Hole PARTF Grant

A motion was made by Council Member Paula Greene, and seconded by Mayor Pro Tem Rufus Lloyd to approve Budget Amendment No. 2015-03 as presented (Unanimous). A copy is attached and incorporated herein by reference.

Item #11: Tax Releases

Mayor Campbell stated that Tax Clerk Beverly Robinson has submitted the following tax releases for Council's consideration.

2014 North Carolina Farm Bureau 5014061
Reason Less than \$1.00
Released Value \$145.00
Personal Property
Tax Released 0.89

2014 Anthony Robinson 5012838
Reason Doubt Billed with parcel #0015219
Released Value \$3,510.00
Personal Property
Tax Released \$21.59
Late List \$2.16

2014 Shannonbrooke Farms LLC 0524931
Reason Not in City Limits
Released Value \$500
Personal Property

Tax Released	\$3.08	
Late List	\$0.31	
2006 La Fiesta Mexicana		5012360
Reason	Out of Business	
Released Value	\$45,919.00	
Real Property		
Tax Released	\$309.95	
2007 La Fiesta Mexicana		5012360
Reason	Out of Business	
Released Value	\$38,887.00	
Real Property		
Tax Released	\$243.04	
Grand Total	\$581.02	

A motion was made by Mayor Pro Tem Rufus Lloyd, and seconded by Council Member Dicky Glenn to approve the Tax Releases as presented (Unanimous).

Item #12: Monthly Financial Report

Mayor Campbell recognized Finance Director Jay Leatherman to present the monthly financial report. Mr. Leatherman gave a detailed description of the monthly financial statement for the General Fund and the Water Fund. Mayor Campbell asked for questions and/or comments, but none were noted. Copy of Financial Report is attached and incorporated herein by reference.

Item #13: "Briefly"

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

-The Elizabethtown Fire Department's Christmas Party is scheduled for Saturday, December 6th at 7pm at the Farmer's Market.

-Ms. Anne Oglesby with the Lumber River Council of Governments will be in attendance at the December Council Meeting to observe. Ms. Oglesby is a Family Caregiver Resource Specialist for LRCOG.

-Town Offices will be closed in observance of the following Christmas Holidays December 24th, 25th and 26th.

-A kickoff meeting for the Bike Plan is scheduled for January 8th at 5:30pm.

Item #14: Open Forum

Mayor Campbell opened the meeting to anyone wishing to speak regarding a question or concern, but no one spoke.

Mayor Campbell asked if there was further business, but none was noted.

Sylvia Campbell, Mayor

ATTEST:

Sarah L. Baysden, Deputy Town Clerk