

**TOWN OF ELIZABETHTOWN**  
**Regular Meeting**  
**February 2, 2015**

The Elizabethtown Town Council met for their regular meeting on Monday, February 2, 2015 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 Fire Chief Nick West, Finance Director Jay Leatherman, Public Services Director Pat DeVane, Detective Dwayne Cheschire (sat in for Chief Kinlaw) and Town Manager Eddie Madden. Absent: Police Chief Bobby Kinlaw.

**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 Darrell Page, and seconded by Council Member Herman Lewis to approve the agenda as presented (Unanimous).

**Item #2: Approval of Previous Minutes**

Mayor Campbell stated that the January meeting minutes were approved in the noon work session.

**Item #3: Paid-On-Call Program for Volunteer Firefighters**

Mayor Campbell stated that Fire Chief Nick West presented a powerpoint presentation in the noon work session in which he gave an overview of staffing suggestions and updates for the Elizabethtown Fire Department (EFD).

**Item #4: DWSRF Project Overview from WK Dickson and Associates**

Mayor Campbell stated that WK Dickson Representative John Core presented this agenda item in the noon work session. Mayor Campbell stated that Council is requested to take an affirmative action on this matter. Town Manager Eddie Madden stated that Council should decide if they wish to use grant funds from the Drinking Water State Revolving Fund to install two (2) new wells. These grant funds are at a 0% interest loan for 20 years or Council could use funds from the Town's Water Fund to pay for the entire project cost which is in the amount of \$436,000. After much discussion, Council Member Dicky Glenn, and seconded by Council Member Herman Lewis approved the DWSRF Project and to use the Town's Water Fund to pay for the project (Unanimous).

**Item #5: Linda Brooks-Request for Street Lights on McLean Street**

Mayor Campbell stated this matter was discussed at the noon work session.

**Item #6: Ordinance #2015-01: Approve Demolition of Structures at 207 West Dunham Street**

Mayor Campbell stated that Council would need to consider this

Ordinance for approval. A motion was made by Council Member Herman Lewis, and seconded by Mayor Pro Tem Rufus Lloyd to approve Ordinance #2015-01 as it pertains to demolition of structure located at 207 W. Dunham Street (Unanimous). Copy of Ordinance attached and incorporated herein by reference.

**Item #7: Resolution #R-2015-05 Opposing the Interbasin Transfer "IBT" Certificate Modification**

Mayor Campbell stated that this agenda item was approved in the noon work session.

**Item #8: Roof Replacement Proposal for Tory Hole Park Buildings and Morehead Street Buildings**

Mayor Campbell stated that bid proposals were submitted on the Tory Hole Park Buildings and Morehead Street Buildings due to the deterioration of the structures, work was needed as quickly as possible to prevent further damage and additional cost. A motion was made by Council Member Dicky Glenn, and seconded by Mayor Pro Tem Rufus Lloyd to approve the low bid as submitted by DLT Roofing, Inc (Unanimous).

**Item #9: Sign Proposal for Browns Creek Bike Park**

Mayor Campbell stated that a sign proposal was submitted by Image Design for the Browns Creek Bike Park in the amount of \$7,422.63. Town Manager Eddie Madden stated that in the noon work session Council had some concerns regarding the cost; therefore, Image Design was contacted and Mr. Hunt Cole will review the cost again and possibly reduce the size. Mr. Madden requested that Council approve up to the proposed amount of \$7,422.63 and try to save some money on this sign.

A motion was made by Council Member Paula Greene, and seconded by Council Member Ricky Leinwand to approve these signage funds up to the amount of the Image Design bid but authorize the Town Manager to try and negotiate for size and material (Unanimous).

**Item #10: Digital Sign Proposal for Cape Fear Farmer's Market**

Mayor Campbell presented this agenda item as it pertains to a digital sign at the Cape Fear Farmer's Market. A motion was made by Mayor Pro Tem Rufus Lloyd, and seconded by Council Member Herman Lewis to approve the proposal for a digital sign to be located at the Cape Fear Farmer's Market (Unanimous). Copy of proposal attached and incorporated herein by reference.

**Item #11: Contract for New Fire Truck**

Mayor Campbell stated that this agenda item would be removed and presented in a noon meeting on February 23, 2015.

**Item #12: Construction Bid Award for Demolition of 207 West Dunham Street**

Mayor Campbell stated that bids were received for demolition of structure at 207 W. Dunham Street. Town Manager Eddie Madden stated that bids were received from the following contractors:

Sutton Contracting	\$3,800
Registers Land Development, LLC	\$6,500
Hugh Cook	\$3,100

A motion was made by Council Member Herman Lewis, and seconded by Council Member Darrell Page to approve the lowest bid (Unanimous). Copy attached and incorporated by reference.

**Item #13: 2014 Unpaid Tax Report**

Mayor Campbell stated that Tax Clerk Beverly Robinson has submitted a total of \$250,868.81 in unpaid taxes beginning in 2004 to 2014. Council is requested to approve the Tax Lien Advertisement for the unpaid taxes.

A motion was made by Council Member Dicky Glenn, and seconded by Council Member Herman Lewis to approve the tax lien advertisement as presented (Unanimous). Breakdown of the amounts owing is attached and incorporated herein by reference.

**Item #14: Tax Releases**

Mayor Campbell presented the following tax releases as submitted by Tax Clerk Beverly Robinson.

2014 WW & Carol Woodhouse	5012127
Reason Only 31.27 acres in City Limits	
Released Value \$111,782.00	
Tax Released	\$687.46

Grand Total Tax Releases

**DISCOVERIES**

2008 Anne Bahner-M L Fisher	5010107
Real Property	
Value \$55,700.00	
Tax	\$342.56
2009 Anne Bahner-M L Fisher	5010107
Real Property	
Value \$55,695.00	
Tax	\$342.52
2010 Anne Bahner- M L Fisher	5010107
Real Property	
Value \$55,695.00	
Tax	\$342.52
2011 Anne Bahner-M L Fisher	5010107
Real Property	

Value	\$55,695.00	
Tax		\$342.52
2012 Anne Bahner-M L Fisher 5010107		
Real Property		
Value	\$55,695.00	
Tax		\$342.52
2013 Anne Bahner-M L Fisher 5010107		
Real Property		
Value		
Tax		\$342.52
2014 Anne Bahner-M L Fisher 5010107		
Real Property		
Value	\$55,695.00	
Tax		\$342.52
<b>Grand Total Tax Discoveries</b>		<b>\$2,397.68</b>

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

**Item #15: Budget Amendments**

Mayor Campbell recognized Finance Director Jay Leatherman to present the Budget Amendments. Mr. Leatherman stated that the Budget Amendment was revised to depict Roof Replacement for the Morehead Street Buildings and the Tory Hole Park Buildings.

**Expenditures**

Replace Roofs	\$38,113.00
Water-Capital Outlay	<u>\$11,354.05</u>
<b>Total</b>	<b>\$49,467.05</b>

Revenues

Fund Balance Appropriations	\$38,113.00
Fund Balance	<u>\$11,354.05</u>
<b>Total</b>	<b>\$49,467.05</b>

The Capital Project Ordinance for Fund 119= "Bike Lane Grant"

A motion was made by Council Member Darrell Page, and seconded by Council Member Dicky Glenn to approve the Budget Amendments as presented (Unanimous). Copy attached and incorporated herein by reference.

**Item #16: Monthly Financial Report**

Mayor Campbell stated that a Monthly Financial Report was completed by

Finance Director Jay Leatherman, no questions or comments were noted.

**Item #17: "Briefly"**

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

-Mr. Madden stated that a letter was submitted by Bladen Community College, as it referenced the rental space at the Morehead Street Building in which they recently moved out and located elsewhere.

-The Town's Budget Retreat is scheduled for Tuesday, March 17th at Vineyard Golf Course Clubhouse at White Lake.

-A workshop is offered by the Lumber River Council of Governments as it pertains to Fiduciary Responsibilities of Elected Officials. Council may choose between two dates that are given, Feb. 12th or Feb. 26th.

-A bid opening is scheduled to take place on February 18th at 2pm at Town Hall as it pertains to the sewer replacement project for Court Street, King Street, Cypress Street and E. Broad Street.

-Mr. Madden encouraged Council to attend Town Hall Day which is scheduled for March 18th at the LGFCU Conference Center in Raleigh.

-A groundbreaking ceremony is scheduled for February 10th in Dublin for the future Bladen Medical Associates office.

-Mr. Madden conveyed to Council that the NCAA Regional Meeting will take place at the Curtis L. Brown, Jr. Field on Friday, February 20th at 10:30 am.

**Item #18: Open Forum**

Mayor Campbell opened the meeting to anyone wishing to speak to Council with questions or concerns, but none were noted.

**Item #19: 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 to NCGS 143.318.11(a)(6)-Personnel.

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Sylvia Campbell, Mayor

ATTEST:

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Sarah L. Baysden, Deputy Town Clerk