

## TOWN OF ELIZABETHTOWN

### Scheduled Meeting

February 3, 2014

The Elizabethtown Town Council met for their regular meeting on February 3, 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 Jan Lennon, 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 February 3, 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 January 6, 2014 Noon Work Session, January 6, 2014 Regular Meeting and January 21, 2014 Special Called Meeting. A motion was made by Council Member Herman Lewis and Mayor Pro Tem Rufus Lloyd to approve the minutes as presented (Unanimous).

#### Item #3: Public Hearing: Close out of the Tall Oaks CDBG Project

Mayor Campbell opened the Public Hearing and recognized Town Manager Eddie Madden to present information regarding this agenda item. Mr. Madden stated that a public hearing is required in order to close out the Tall Oaks Senior Living facility (CDBG Project). Mr. Madden stated that construction took place in 2011-2012 and additional work did take place in conjunction with the

development at the senior housing facility, the major work conducted under the CDBG grant was the removal of the Elizabethtown Sewing Plant. Mr. Madden conveyed to Council that this was a significant step forward in removing a blighted piece of property from the downtown area and installing sidewalks into this neighborhood. Mr. Madden recognized Mr. Floyd Adams of The Adams Company in which his firm was the consulting engineers for this project.

Mr. Adams stated that there were 28 units at the Tall Oaks Senior Living facility and it has now been rented out 100%. Mr. Adams stated this was a \$168,000 project, all CDBG funds have been used; therefore, the project is ready to be closed out.

Mayor Campbell asked for questions and/or comments, but none were noted.

Item #4: Ms. Stephanie Inness, Local Veterans Employment Representative from JobLink

Mayor Campbell stated that Ms. Inness gave a presentation at the Noon Work Session.

Item #5: Mr. James McDowell-Speed Bump Request for Gum Street

Mayor Campbell recognized Mr. James McDowell in which a Request to Appear Before Town Council form was submitted regarding a speed bump on Gum Street.

Mr. McDowell stated that his church is located on Gum Street and there is a problem with folks speeding. Mr. McDowell advised that the congregation walk to a separate building within walking distance of the church and it presents a problem when speeding cars drive by going 35 to 40 mph. Mr. McDowell conveyed to Council that this is a short street but speed bumps (4) are needed.

Mayor Campbell stated that they would discuss this matter and get with Mr. McDowell at a later date with a decision on what exactly is needed to slow traffic on Gum Street. Copy of "Request to Appear" form is attached and incorporated herein by reference.

Item #6: North Carolina Department of Transportation Ordinance

Mayor Campbell stated that an Ordinance was received from the NC DOT regarding the existing speed limit of 20mph on Mercer Mill Road. Town Manager Eddie Madden stated that this is a section of highway 701 from Mercer Mill Road to Highway 87 business; it declares that this section be limited to a 20 mph zone.

A motion was made by Council Member Ricky Leinwand, and seconded by Mayor Pro Tem Rufus Lloyd to approve the speed limit ordinance as presented (Unanimous). Certification of Municipal Declaration To Enact Speed Limits and Request for Concurrence is attached and incorporated herein by reference.

Item #7: Resolution #2014-02: Acceptance of Downtown Wastewater Rehabilitation Project and Offer of Funding from NC Department of Environment and Natural Resources

Mayor Campbell recognized Town Manager Eddie Madden to present this Resolution regarding the downtown wastewater rehabilitation and offer of funding from NCDENR.

Mr. Madden stated that Council previously approved the application that was sent to the Department of Natural Resources through a program called Clean Water State Revolving Loan Fund for a downtown sewer rehabilitation project for certain sections of the sewer line that have to be replaced. The primary areas are King Street, Pine Street, Cypress Street, Woodhouse Street and Newton Street. Mr. Madden reported that the total cost of the project would be \$795,640 as estimated by the engineers. The Town was awarded the Clean Water Fund to include half of this to be principal forgiveness, the remaining loan amount is 0% interest. Mr. Madden stated that in order for the offer to be approved, it must be accepted by Council by resolution. Mr. Madden conveyed to Council that the Town is also applying for the same project to the NC Department of Commerce for an infrastructure grant and this would have a cost savings to the Town of \$400,000 in loans; the awarding of this grant will be in April.

Council Member Paula Greene asked that she recuse herself from this agenda item as there is a conflict of interest.

A motion was made by Council Member Ricky Leinwand, and seconded by Mayor Pro Tem Rufus Lloyd to accept the request by Council Member Greene to be recused from this agenda item (Unanimous)

A motion was made by Council Member Dicky Glenn, and seconded by Council Member Herman Lewis to approve Resolution #2014-02 as presented (Unanimous). Resolution #2014-02 is attached and incorporated herein by reference.

Item #8: Recipient's Plan to Further Fair Housing

Mayor Campbell recognized Town Manager Eddie Madden to present this agenda item regarding the Fair Housing Plan. Mr. Madden reported that the Town must keep up to date records on State Block Grants. This is routine to make sure that the Town stays in compliance with the NC Dept. of Commerce.

A motion was made by Council Member Ricky Leinwand, and seconded by Council Member Darrell Page to approve the Fair Housing Plan (Unanimous). Copy is attached and incorporated herein by reference.

Item #9: Update on AMR Project

Mayor Campbell recognized Public Services Director Pat DeVane to give an update on the AMR project. Mr. DeVane stated that 50 electronic reading meters have been installed and additional meters are anticipated in the upcoming weeks. Mr. DeVane conveyed to Council that with the installation of the first 50, it has allowed staff to work out glitches and monitor areas that need to be tweaked. Mr. DeVane reported that 2,000 more meters are to be installed before June, this will complete the installation of meters.

Mayor Pro Tem Rufus Lloyd asked where the first 50 meters were installed. Mr. DeVane stated that meters were installed, starting at H & R Block to Hester & Grady Law Firm (down Main Street).

Mayor Campbell thanked Mr. DeVane for his update

Item #10: Tax Releases

Mayor Campbell presented the Tax Releases as submitted by Tax Collector Beverly Robinson, they are as follows:

2013 Herbert Ward Jr.                      5013714

Reason                      Only .38 Acres in City Limit

Released Value \$23,461.00

Real Property

Tax Released                      \$144.29

2013 Martha Lewis                      5009991

Reason                      Only .33 Acres in City Limits

Released Value \$106,517.00

Real Property

Tax Released                      \$655.08



A motion was made by Council Member Darrell Page, and seconded by Mayor Pro Tem Rufus Lloyd to approve the Rotary Club to use the Brown's Creek Bike Park for an 8k Run to benefit the Wounded Warriors (Unanimous).

Item #14: Set Date for the 2014 -15 Annual Budget Retreat

Mayor Campbell stated that Council discussed in the noon work session to set a date for Tuesday, March 18, 2014 for the annual Budget Retreat. Mayor Campbell reported that the location would be announced later.

Item #15: Budget Amendment No. 2014-07

Mayor Campbell recognized Town Manager Eddie Madden to present Budget Amendment No. 2014-07. Mr. Madden gave an overview of the Budget Amendment as listed below.

Expenditures

Essentials of Mun. Govt. Class	\$ 400.00
Site Plan Review-Taco Bell	\$1,000.00
Compreh. Master Plan-Rec.	\$2,388.00
Furnishings for Fire Dept.	\$2,200.00
Bunker Rake	\$ 800.00
Total	\$6,788.00

Revenues

Fund Balance Approp.	\$ 400.00
Miscellaneous	\$ 800.00
Recreation FB Approp.	\$2,388.00
Planning & Zoning Fees	\$1,000.00
Fire District Funds Rec'd	\$2,200.00

(Fire Dept. Furnishings)

Total \$6,788.00

A motion was made by Council Member Darrell Page, and seconded by Mayor Pro Tem Rufus Lloyd to approve Budget Amendment 2014-07 and further that they (Dixie Youth) will not have to pay back the \$800.00 Bunker Rake (Unanimous).

Item #16: Monthly Financial Report

Mayor Campbell recognized Finance Director Jan Lennon as Ms. Lennon will be leaving the Town of Elizabethtown at the end of February. Mayor Campbell stated that the financial report is available for review in each agenda packet and Ms. Lennon will answer questions.

Item #17: "Briefly"

Mayor Campbell recognized Town Manager Eddie Madden to give an overview of upcoming events and special information.

-Mr. Madden reported that the ABC Board submitted their yearly Profit and Loss Report.

-Council is invited to attend the campus dedication ceremony at Elizabethtown Baptist Church, Sunday, February 23rd at 4pm.

-Mr. Arthur Bullock will have a retirement dinner on March 8th, RSVP is requested.

-Mr. Madden stated that a letter will be circulating throughout the Town and County from HomeServe in which they provide insurance coverage for water lines for private residential homeowners and tenants. Mr. Madden conveyed to Council that this is not a service provided through the Town and the Town does not endorse or participate in this matter.

-Time Warner will be making certain changes in the services that are offered by them in order to provide better service to customers; these changes will take place on March 25th.

-Mr. Madden reported that Time Warner has submitted their revenue check to the Town in the amount of \$7,796.86.

Item #18: Open Forum

Mayor Campbell opened the meeting to the public for open forum.

Ms. Glenda McLamb approached Council on behalf of a Town resident at 601 W. Broad Street in which she received a bill in the amount of \$800 for the month of December to the very first of January. This resident is 85 yrs. old and she lives alone and she is very conservative on water. Ms. McLamb stated that she herself has called the Town in which they stated they would check the meter; however, they did not find any problems. Ms. McLamb requested that the Town please make an adjustment on this residents water bill.

Mayor Campbell recognized Public Services Director Pat DeVane to elaborate on this matter. Mr. DeVane reported that he did talk with Ms. McLamb and in reviewing past water bills, this resident used very little water and in November the resident had used 4 or 5 times more than normal (58,000 gallons). Mr. DeVane stated that the meter was checked last week and for the last two weeks she had used only 200+ gallons. Mr. DeVane stated this was not a continuous leak.

Mayor Campbell conveyed to Ms. McLamb that this matter would be looked into and the Town would contact her regarding this residents high water bill.

#### Item #19: Closed Session

Mayor Campbell requested that Council consider approving a motion to go 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)(6)-Personnel and NCGS143-318.11(a)(5)-Real Property (Unanimous).

Council met in closed session, no action was taken. A motion to return to regular session was made by Council Member Dicky Glenn, and seconded by Mayor Pro Tem Rufus Lloyd (Unanimous).

Mayor Campbell stated that a motion was needed to purchase property on Smith Circle for the purpose of constructing another well. A motion was made by Council Member Ricky Leinwand, and seconded by Council Member Dicky Glenn to approve the purchase of property on Smith Circle

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

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Sylvia Campbell, Mayor

ATTEST:

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Sarah L. Baysden, Deputy Town Clerk