

TOWN OF ELIZABETHTOWN
Scheduled Work Session
January 5, 2015

The Elizabethtown Town Council met for their scheduled work session on Monday, January 5, 2015 at 12:00 noon 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 Roy West, Interim Planning & Zoning Officer Joey Taylor, Public Services Director Pat DeVane and Town Manager Eddie Madden. Absent: Finance Director Jay Leatherman.

Proposal/Recommendation for New Fire Truck-Mayor Campbell recognized Fire Chief Nick West to present information regarding the proposal of purchasing a new fire truck for the Elizabethtown Fire Department. Chief West presented the Mayor and each Council Member pertinent information on the type of fire truck and the customizing items that would be needed to service the firefighters when on a fire call. Chief West gave in-depth information by powerpoint and requested questions upon ending the presentation.

Resolution #R-15-03-Recognition of East Bladen Varsity Football Team-Mayor Campbell stated that Coach Priest and the East Bladen Football Team would be present in the evening meeting to be recognized for their winning accomplishments. Also a framed resolution would be presented to Coach Priest and the football team.

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

Special Use Permit Request submitted by Village Greene Partners for an RV Park at Green's Pond, Case #SU-1104148814-Mayor Campbell stated that Interim Zoning/Planning Officer Joey Taylor would present a special use request regarding the Village Greene Partners. Mr. Taylor stated that Hobbie and Lee Greene have submitted on behalf of Greene Properties, LLC a request to allow the construction of a new Recreation Vehicle Park at 220 Greene's Pond Lane. Mr. Taylor stated that 7 to 10 overnight RV parking spaces have been requested as well as utilities. Mr. Taylor stated that representatives from Greene Properties, LLC would be present at the evening meeting. Mayor Campbell conveyed to Council that this public hearing would be considered Quasi-Judicial.

Special Use Permit Request, Case #SU-1119140303, New Institutional Construction-Mayor Campbell stated that Bladen County has submitted a request to allow the construction of a new detention center which will be located at 351 Smith Circle. Interim Planning & Zoning Officer Joey Taylor advised that a representative from the Sheriff's Department would be attending the evening meeting as well as the Architect that would present drawings of the proposed

detention center. Mayor Campbell conveyed to Council that this public hearing would be considered Quasi-Judicial.

PARTF Grant Application Submission for Tory Hole Park-Mayor Campbell recognized Town Manager Eddie Madden to present this agenda item regarding the PARTF Grant. Mr. Madden stated that WK Dickson representatives will soon submit the PARTF application for improvements to Tory Hole Park. Mr. Madden stated that the purpose of this public hearing is to allow the public to present any comments on the proposed PARTF application. Mr. Madden stated that WK Dickson representatives Sara Burroughs and Denise Freund were present to answer questions and to present a brief power point presentation. Mr. Madden stated that the application due date is February 2nd and this is a 50/50 matching grant in which funds will be off set by funds received from the Wildlife Commission and Duke Energy.

Resolution #R-15-01 Appreciation for and Recognition of Fire Chief Byron Graham-Mayor Campbell stated that Fire Chief Byron Graham would be recognized in the evening meeting and presented a framed resolution of appreciation. A motion was made by Council Member Ricky Leinwand, and seconded by Mayor Pro Tem Rufus Lloyd to approve the resolution as presented (Unanimous).

Resolution #R-15-02 Support for the PARTF Application for Tory Hole Park and Approval of Basic Facts and Assurances for the Project-Mayor Campbell recognized Town Manager Eddie Madden to present a more in-depth report on this agenda item. Mr. Madden stated that WK Dickson Representatives Sara Burroughs and Denise Freund were present at the noon meeting in order to present information that will be submitted to PARTF regarding the Tory Hole Park. Ms. Burroughs stated that the PARTF Application has a deadline of February 2, 2015; therefore, they continue to work steadily in order to have it ready for submittal. Ms. Burroughs conveyed to Council that this grant is a 50/50 match and as a note, the PARTF will not accept request over \$250,000; which pays towards the matching funds that will come from NC Wildlife and Duke Energy. Ms. Freund and Ms. Burroughs gave a powerpoint presentation that included an overview of the proposed projects and changes to Tory Hole. Mayor Campbell asked for questions and/or comments, but none were noted.

Resolution #R-15-04 Adopting Policy for Mutual Assistance with Bladen County Sheriff's Department-Mayor Campbell recognized Police Chief Bobby Kinlaw to present this agenda item regarding the adoption of a policy for mutual assistance in Bladen County. Chief Kinlaw stated that a policy needed to be in place that would permit the Town officers to work temporarily with officers of the Bladen County Sheriff's Department or other requesting agencies, including in an undercover capacity, and the Police Chief can lend equipment and supplies to requesting agencies.

Mayor Campbell stated this would be considered for approval in the evening meeting.

Amend Capital Improvement Plan to include Tory Hole Park Project Estimates-Mayor Campbell stated that Council is requested to amend the Capital Improvement Plan (CIP) for Tory Hole Park as it corresponds with the PARTF application. Town Manager Eddie Madden stated that the total project for Phase I is \$580,187 and a request has been made for PARTF to fund \$250,000 toward the project.

Lift Station Proposal for 2608 Walnut Street-Mayor Campbell recognized Public Services Director Pat DeVane to provide an update on the lift station matter at 2608 Walnut Street. Mr. DeVane stated that a homeowner at 2608 Walnut Street has endured problems concerning his septic tank system, in which the Town has assisted this homeowner with some of the repairs with the understanding that the homeowner would reimburse the Town. Mr. DeVane reported that the invoices remain unpaid at this time. Mr. DeVane conveyed to Council that there has been a question over who is responsible for the lift station at 2608 Walnut Street; however, files indicate that the previous homeowner of this property was notified in writing that the grinder system is owned and should be maintained by the homeowner. Mr. DeVane stated that the debate continues between the current homeowner and the Town. Mr. DeVane states that if the Town approves the grinder pump, it is recommended that the property owner accept full responsibility for it in the future and that he sign a release to that fact. Mayor Campbell asked that Council consider this matter for approval in the evening meeting.

Approval of Special Use Permit Order for Taylor Manufacturing-Mayor Campbell recognized Interim Planning & Zoning Officer Joey Taylor to present this agenda item as it pertains to a Special Use Permit for Taylor Manufacturing. Mr. Taylor stated that a public hearing was previously presented for Taylor Products, Inc. to construct a 200' x 150' commercial building which will be located at 1667 Hwy 701 S. Mr. Taylor stated that having considered the evidence presented by the petitioner and Planning staff, there was a board decision to approve the Special Use Permit to grant the petitioner's request. Therefore, provided is an Order of the Elizabethtown Town Board Approving Petitioners Request for a Special Use Permit. Mayor Campbell requested that Council consider approving this Order in the evening meeting.

Approve Specifications for New Fire Truck-Mayor Campbell stated that upon Fire Chief Nick West presenting a powerpoint presentation and an overview of the proposed purchase of the E-1 Fire Truck; Council will consider this request for approval in the evening meeting.

Approve Letter to be Sent to Owners of 138 South Poplar Street Pertaining to an Oversized Awning-Mayor Campbell stated that business owners at 138 S. Poplar Street has indicated that they are unwilling to comply voluntarily with the town's ordinance in requiring its removal; therefore, Council would need to go through the legal process to have it removed. Mayor Campbell advised that as an alternative, staff is, instead requesting that a letter be sent to the property owners asking their cooperation and assistance in getting this matter resolved in an

amicable way.

Mayor Campbell requested that Council consider approving this letter be sent to the owners at 138 S. Poplar Street, in the evening meeting.

Tax Releases-The following tax releases have been submitted by Tax Collector Beverly Robinson, they are as follows:

2014 Martha Lewis	5009991
Reason	Only .33 Acres in City Limits
Released Value	\$110,201.00
Real Property	
Tax Released	\$677.74
2014 Cit Finance LLC	5013765
Reason	Remove Late List
Released Value	\$13.23
Personal Property	
Tax Released	
Late List	\$1.32
2014 Cit Finance LLC	5013675
Reason	Remove Late List
Released Value	\$3,107.45
Personal Property	
Tax Released	
Late List	<u>\$310.75</u>
Grand Total Tax Releases	\$989.81

Monthly Financial Report-Mayor Campbell stated that Finance Director Jay Leatherman was unable to attend the noon meeting; however, if there are questions concerning the January Financial Report, questions may be directed to Town Manager Eddie Madden.

Approval of FY 15-16 Budget Calendar-Mayor Campbell recognized Town Manager Eddie Madden to present the FY 15-16 Budget Calendar. Mr. Madden stated that Council will be requested to provide input about their desired involvement in the preliminary budget process and approve the activity calendar, along with the suggested revisions. Mr. Madden stated that a location for Council to consider for the Budget Retreat, would be Vineland Golf Course Clubhouse at White Lake.

Mayor Campbell requested this be approved in the evening meeting.

Offer from DOT to Purchase Real Property Due to the Acquisition of Right-of-Way and Damages-Blueberry Hill Area-Mayor Campbell recognized Town Manager Eddie Madden to present this agenda item as it pertains to property acquisition and Blueberry Hill. Mr. Madden stated that the NCDOT was presented a proposed settlement from the Town of Elizabethtown regarding Town

property and assets on Blueberry Hill in the amount of \$55,000. Mr. Madden stated that NCDOT agreed to the settlement and the Town has provided the necessary paperwork to complete on the sale. Mayor Campbell requested that Council consider accepting the offer received from the NCDOT in the evening meeting.

Appointment to the Zoning Board of Adjustment-Mayor Campbell stated that this agenda item was tabled in the December meeting regarding the matter of filling the vacant seat on the Zoning Board of Adjustments. Mayor Campbell requested names to fill the vacant seat, in which Mark Gillespie's name was given. Mayor Campbell stated that Mr. Gillespie would be contacted to see if he would be willing to serve in this capacity.

Contract with WK Dickson-Amendment No. 1-Automatic Meter Reading Project-Mayor Campbell called upon Public Services Director Pat DeVane to present this matter as it pertains to an amendment to the AMR Project. Mr. DeVane stated that with the length of time involved with the meter replacement project, WK Dickson has requested that their fees be increased from \$38,840 to \$45,340. It appears that Hickman Utilities is in their final stages of installing the remainder of the meters, at the present time 2,250 have been installed with approximately 100 remaining. As a note, the fee increase for WK Dickson is being paid out of contingency. Mayor Campbell and Council Members were not in agreeance with the amendment and requested that the Town Manager contact WK Dickson regarding the increase in the lump sum fees to WK Dickson.

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

Sylvia Campbell, Mayor

ATTEST:

Sarah L. Baysden, Deputy Town Clerk