

TOWN OF ELIZABETHTOWN
Scheduled Work Session
July 6, 2015

The Elizabethtown Town Council met for their regular work session on Monday, July 6, 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, Darrell Page, Dicky Glenn and Herman Lewis. Department Heads present included Fire Chief Nick West, Police Chief Bobby Kinlaw & Interim Police Chief Kip Hester, Public Services Director Pat DeVane, Finance Director Jay Leatherman, Planning Technician Billie Sue Hall and Town Manager Eddie Madden. Absent: Council Members Paula Greene and Ricky Leinwand.

Citizen Request-Mayor Campbell recognized Mr. Kevin O'Sullivan, as it pertains to a transient business in the Town of Elizabethtown. Mr. O'Sullivan spoke with Town Council during the noon work session and conveyed his disdain for the Town not allowing him to sell his handmade walking canes within the city limits; other than the Cape Fear Farmers Market. Mr. O'Sullivan went into great depth concerning his health and the purpose of selling the handmade walking canes, in which the funds would help offset the cost of medical bills he has endured. Mayor Campbell conveyed to Mr. O'Sullivan that according to the Town's ordinance, transient businesses are not allowed in Elizabethtown. The Mayor and Council Members extended to Mr. O'Sullivan the Cape Fear Farmers Market for his transient business.

Presentation-Mayor Campbell recognized new employee Mr. Dana McGill and presented a lapel pin. Mayor Campbell called upon Public Services Director Pat DeVane to introduce Mr. McGill and give a brief description of his new job. Mr. DeVane stated that Mr. McGill is ex-military and served 3 tour of duties in Iraq and for the most part worked in a water plant. Mr. McGill's duties will begin in the water department and he has proved to be a great asset to the Town. Mayor and Town Council welcomed Mr. McGill to the Town of Elizabethtown.

Tax Releases- Tax Clerk Beverly Robinson submits the following tax releases:

2014 Dean C. Hilton	5013577
Reason	Not in City Limits
Released Value	\$9,529.00
Personal Property	
Tax Released	\$58.60
Late List	5.86
2007 Shelila Moore	5013725
Reason	Doubled Billed with 5013597
Released Value	\$11,270.00
Personal Property	
Tax Released	\$70.44

2008 Shelila Moore	5013725
Reason	Doubled Billed with 501397
Released Value	\$10,490.00
Personal Property	
Tax Released	\$64.51
2009 Shelila Moore	5013725
Reason	Doubled Billed with 5013597
Released Value	\$9,790.00
Personal Property	
Tax Released	\$60.21
2010 Shelila Moore	5013725
Reason	Doubled Billed with 5013597
Released Value	\$9,160.00
Personal Property	
Tax Released	\$56.33
Late List	\$ 5.63
2011 Shelila Moore	5013725
Reason	Doubled Billed with 5013725
Released Value	\$8,520.00
Personal Property	
Tax Released	\$52.40
Late List	\$ 5.24
2012 Shelila Moore	5013725
Reason	Doubled Billed with 5013725
Released Value	\$8,520.00
Personal Property	
Tax Released	\$52.40
Late List	\$ 5.24
2013 Shelila Moore	5013725
Reason	Doubled Billed with 5013597
Released Value	\$7,580.00
Personal Property	
Tax Released	\$46.62
Late List	\$ 4.66
2014 Shelila Moore	5013725
Reason	Doubled Billed with 5013725
Released Value	\$7,080.00
Personal Property	
Tax Released	\$43.54
Late List	<u>\$ 4.35</u>
Grand Total Tax Releases	\$536.03

Monthly Financial Statement-Mayor Campbell recognized Finance Director Jay Leatherman to present the monthly financial statement. Mr. Leatherman presented the financial statement for June, 2015 in which information was presented on the General Fund and the Water Fund.

Bladen County's Comprehensive Transportation Plan Update- Mayor Campbell stated that Mr. Phil Geary, Transportation Engineer for NCDOT would be present at the evening meeting to make his presentation regarding the Bladen County Comprehensive Transportation Plan for Elizabethtown.

Resolution #R-15-11 Health and Fitness Membership Requirement Policy-Mayor Campbell recognized Town Manager Eddie Madden to present this agenda item as it pertains to Town employees participating in a Health & Fitness Membership. Mr. Madden stated that the Town currently pays half of an employee's fitness membership; however, in order for the Town to continue this incentive, employees are required to participate at least 6 times a month.

Resolution #R-15-17 Flexible Health Spending Account for Employees-Mayor Campbell recognized Finance Director Jay Leatherman to present this agenda item as it pertains to the Flexible Spending Account (FSA). Mr. Leatherman stated that this resolution would allow the Town employees to participate in a FSA that would allow employees to make a pre-tax contribution to their individual account to cover any anticipated medical expenses or prescription drug cost. Mr. Leatherman stated that a nominal fee is required upon the set up of the FSA which contains a charge of \$500 plus other incidental fees that should not exceed \$1,500 per year. Council is requested to consider the approval of the Resolution and Services Agreement for MedCost Benefit Services, LLC in order to administer the FSA for employees.

Grant Agreement with Golden Leaf Foundation-Mayor Campbell recognized Town Manager Eddie Madden to present this agenda item as it pertains to grant agreement with Golden Leaf. Mr. Madden stated that a grant agreement with the Golden Leaf Foundation has been received. This grant is for the sewer line extension project in the Elizabethtown Industrial Park in the amount of \$197,000. Mr. Madden stated that the award date was June 4, 2015 and the project must be completed within 24 months. Council will consider the agreement for approval in the evening meeting.

Amendment to Customer Service Policy- Mayor Campbell recognized Finance Director Jay Leatherman to present the amended Customer Service Policy. Mr. Leatherman stated that the customer service policy has been amended to reflect changes under Residential Accounts, Commercial Accounts, Payment Schedule, Swimming Pool Fills, Leaks on Water Meters and Water Meter Tampering.

Approve Facade Grant for Mary's Natural Hair Care Salon-Mayor Campbell stated that Ms. Mary Shipman has submitted a Facade Grant application for her new business at 603 Martin Luther King Drive. Mr. Madden stated that the

eligible reimbursement for Mary's Natural Hair Care Salon is \$798.35; maximum Facade Grant amount is \$2,000.

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

Sylvia Campbell, Mayor

ATTEST:

Sarah L. Baysden, Deputy Town Clerk