

## TOWN OF ELIZABETHTOWN

### Scheduled Meeting

July 7, 2014

The Elizabethtown Town Council met for their regular meeting on July 7, 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 Jay Leatherman, 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 requested that the approval of the agenda and supplemental be considered. A motion was made by Council Member Paula Greene, 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 minutes of December 9, 2013 Special Called Meeting, April 28, 2014 Re-scheduled Work Session, April 28, 2014 Re-scheduled Meeting, June 2, 2014 Scheduled Work Session and June 2, 2014 Scheduled Meeting. A motion was made by Council Member Darrell Page, and seconded by Council Member Herman Lewis to approve the minutes as presented (Unanimous).

#### Item #3: Mr. Willie Moore-Past Due Water Account

Mayor Campbell recognized Mr. Willie Moore in which he requested to approach Town Council regarding his past due water account. Mr. Moore stated that he had requested to the Water Department to have water cut on at a new address on Martin Street. Upon conveying his request, the Water Department advised him that he had a past due account at Gum Street in his name; which was a pretty significant amount of \$314.00. Mr. Moore stated that he had the water cut off when he left the Gum Street location. According to staff Mr. Moore visited the Town Manager at which time an adjustment was made in the amount of \$166.00, the remaining balance would need to be paid by Mr Moore.

Council Members requested that staff work with Mr. Moore on a payment plan in order to get this account paid off.

Item #4: Citizen Request-Linda Rogers

Mayor Campbell recognized Ms. Linda Rogers in which she expressed concern for a neighboring residence that is considered a nuisance property. Ms. Rogers stated that her neighbor at 304 Cedar Street is owned by Mrs. Virnetta Sanders in which she resides out of Town. Ms. Rogers stated that the yard is overgrown with weeds and grass and is an eyesore to other homes in the area.

Council Members conveyed to Ms. Rogers that something would be done in order to bring the property up to Town code standards.

Item #5: Bladen County Comprehensive Transportation Plan Presentation

Mayor Campbell recognized Mr. Joel Strickland and Mr. Dominique Boyd, Transportation Planners for the North Carolina Department of Transportation. Mr. Boyd gave in-depth information regarding the Comprehensive Transportation Plan in which a committee has been formed and work has begun on the plan. Mr. Boyd discussed proposed timeline for completion of the CTP and what the project would entail.

Item #6: Written Decision, Special Use Permit Request by Hilton DeVane Enterprises, Inc. Special Use Permit SU0311714-3115, New Construction-Duplexes

Mayor Campbell recognized Zoning/Code Enforcement Officer to present this agenda item regarding a written decision.

Council Member Paula Greene requested that she be recused from this agenda item as she is an affected property owner. A motion was made by Council Member Ricky Leinwand, and seconded by Council Member Darrell Page to recuse Ms. Greene from this agenda item (Unanimous).

Mr. Martin stated that a written decision must be issued, according to General Statutes, when a board takes action on a Special Use Permit. The written decision must show how the board resolved any contested facts and how those facts are applied to the standards for decision.

A motion was made by Council Member Darrell Page, and seconded by Council Member Herman Lewis to approve the written decision denying the Special Use Permit Request. A vote was taken with four Council Members voting to approve the Written Decision and one Council Member voting against the Written Decision. Copy of Written Decision attached hereto and incorporated herein by reference.

SUPPLEMENTAL AGENDA ITEM

Item #6.A: Resolution #R-14-11-Supporting Changes to the Strategic Mobility Formula

Mayor Campbell recognized Town Manager Eddie Madden to present Resolution #R-14-11. Mr. Madden stated that with new law and formula incorporating new quantitative scoring which would place heavy emphasis on Congestion, favoring Urban centers over Rural areas, it was recommended that changes be made to the Strategic Mobility Formula in order to allow Rural Planning Organizations to have a fair opportunity to compete with the Metropolitan and Urban areas of NC for transportation projects.

A motion was made by Council Member Dicky Glenn, and seconded by Council Member Herman Lewis to approve the Resolution to Support Changes to the Strategic Mobility Formula (#R-14-11)(Unanimous). Copy of resolution attached and incorporated herein by reference.

Item #7: Tax Releases

Mayor Campbell stated that the following tax releases have been presented from the Tax Clerk, they are as follows;

2013 Paulette Banks Trustee	0534460
Released Value	\$27,000
Personal Property	
Tax Released	\$166.05
2013 Paulette Banks-Late List	0534460
Reason	Late List
Released Value	\$166.05
Personal Property	
Tax Released	\$16.61
Grand Total Tax Releases	\$182.66

A motion was made by Council Member Ricky Leinwand, and seconded by Council Member Dicky Glenn to deny the tax releases as submitted (Unanimous).

Item #8: Proposed Schedule for Downtown Revitalization-Phase II and III

Mayor Campbell recognized Town Manager Eddie Madden to present this agenda item regarding a proposed schedule for downtown revitalization, Phase II and III. Mr. Madden stated that the 2014-2019 Capital Improvement Plan proposes the next phase(s) of downtown revitalization. Mr. Madden advised that preliminary meetings with utility companies and the consulting engineers have already taken place, and in addition to that, the grant and loan application process will be starting in the next thirty days. Mr. Madden reiterated that construction will not get underway for several months, but much preparation and planning is necessary in order to be ready for the construction phase.

A motion was made by Council Member Dicky Glenn, and seconded by Mayor Pro Tem Rufus Lloyd to approve the project schedule (Unanimous). Copy attached and incorporated herein by reference.

Item #9: Revisions to the Customer Service Policy for the Utilities Department

Mayor Campbell recognized Finance Director Jay Leatherman to present this agenda item regarding revisions to the Customer Service Policy for Utilities. Mr. Leatherman stated that he along with Public Services Director Pat DeVane worked diligently in revising the Customer Service Policy that primarily deals with water connections and when they will be performed. In addition, the revised policy allows for late fees to be waived for customers that are late for the first time and if, and only if, the utility bill is placed on direct bank draft. Mr. Leatherman presented a copy of the revised policy which was highlighted in yellow so Council could see the old and new language.

A motion was made by Council Member Darrell Page, and seconded by Council Member Dicky Glenn to approve the revisions made to the Customer Service Policy (Unanimous). Copy attached and incorporated herein by reference.

Item #10: Monthly Financial Report

Mayor Campbell stated that the monthly financial report was submitted by Finance Director Jay Leatherman. Mayor Campbell asked for questions or comments, but none were noted.

Item #11: Proposed Benefit for Employee Dental Plan

Mayor Campbell recognized Town Manager Eddie Madden to present this agenda item. Mr. Madden stated that recently in reconciliation of the dental bill, there was a significant increase in the dental bill unbeknownst to staff. Upon contacting our agent CLC Financial they were not aware of an increase as well; however, they did make numerous contacts to dental providers and found that Assurant Dental had comparable service and somewhat lower premiums than the current dental plan (Delta). Mr. Madden presented the plan and requested that Council consider Assurant Dental as the dental provider beginning August 1, 2014 for Town employees. Mr. Madden conveyed to Council that Delta Dental requires a 30-day notice to terminate the current insurance.

A motion was made by Council Member Dicky Glenn, and seconded by Mayor Pro Tem Rufus Lloyd to approve the dental plan with Assurant (Unanimous).

#### Item #12: "Briefly"

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

-Mr. Madden stated that downtown businesses that have oversized awnings have been notified of the amended Town Ordinance regulating awnings, one business remains in violation.

-Business owners have inquired about the Town offering the Facade Improvement Grant. In FY 2012-2013, the grant was in the amount of \$10,000.

-Town offices will be closed on Friday, July 4th to celebrate Independence Day.

-White Lake will display their annual fireworks around the lake on Friday, July 4th starting at 9pm.

-Wellness Incentive checks were awarded to 30 participating employees. The employees received \$100 on each category as it pertained to Weight, Blood Pressure/Heart Rate and Sugar Screening.

-Mr. Madden noted a letter that was received from the NC DOT regarding a traffic signal at the intersection of US 701 and Dunham Street.

-The Chamber of Commerce will be hosting an "Alive After Five" at the Cape Fear Farmers Market on Thursday, August 14th.

-Mr. Madden stated that Interim Finance Director Jay Leatherman agreed to continue working with the Town; therefore, Mr. Leatherman's title changed from Interim to Finance Director.

#### Item #13: Open Forum

Mayor Campbell opened the meeting to anyone wishing to speak to Council regarding a concern or have questions.

Oscar Thompson spoke to Council regarding the Cashwell house on East Broad Street and what steps of code enforcement would be taken on the property due to the condition of the house and property. Council discussed this matter in order to find a solution for the property in question.

Item #14: Closed Session

Mayor Campbell requested that Council enter into closed session. A motion was made by Council Member Dicky Glenn, and seconded by Mayor Pro Tem Rufus Lloyd to enter into closed session in accordance with NCGS 143.318.11(a)(5)-Real Estate-Rollins Street (Unanimous).

With there being no further business to conduct, the meeting was adjourned.

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Sylvia Campbell, Mayor

ATTEST:

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Sarah L. Baysden, Deputy Town Clerk