

TOWN OF ELIZABETHTOWN
Scheduled Meeting
June 1, 2015

The Elizabethtown Town Council met for their scheduled meeting on Monday, June 1, 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, Paula Greene, Herman Lewis, Dr. Darrell Page, Ricky Leinwand and Dicky Glenn. Department Heads present included Fire Chief Nick West, Public Services Director Pat DeVane, Planning Technician Billie Sue Hall, Chief Bobby Kinlaw, Town Manager Eddie Madden and Town Attorney Goldston Womble. Absent Department Heads: Finance Director Jay Leatherman

Item #1: Opening and Call to Order

Mayor Campbell called the meeting to order and recognized the Paul R. Brown Leadership Academy Cadets to present the Pledge of Allegiance. The invocation was given by Mayor Pro Tem Rufus Lloyd. A motion was made by Council Member Herman Lewis and seconded by Council Member Darrell Page to approve the agenda and supplemental agenda (Unanimous).

Item #2: Approval of Previous Minutes

Mayor Campbell presented minutes of May 4, 2015 Scheduled Work Session and the May 4, 2015 Scheduled Regular Meeting. A motion was made by Council Member Ricky Leinwand, and seconded by Mayor Pro Tem Rufus Lloyd to approve the minutes as presented (Unanimous).

Item #3: Public Hearing: FY 2015-16 General Fund and Water Fund Budget

Mayor Campbell opened the public hearing and recognized Town Manager Eddie Madden to present the FY 2015-2016 proposed Budget. Mr. Madden gave an overview of the proposed budget in which he highlighted minor increases; specifically, water/sewer and proposed a cost for anyone hosting a parade in Elizabethtown. Mr. Madden also included in the proposed budget to allow a property tax increase. Council Member Paula Greene requested that Council consider eliminating the increase to water/sewer rates and stay with the current cost. Also, Council requested that anyone wishing to host a parade in Elizabethtown, not be charged and not to raise property taxes for the upcoming fiscal year. Mayor Campbell requested further comments and/or questions regarding the proposed budget, but none were noted.

Mayor Campbell requested that the public hearing be closed and Council would be requested to consider approval of the budget in agenda item #7.

Item #4: Public Hearing: Zoning Text Amendment-TA-033115-8780-Amend Article 9. Off-Street Parking and Off-Street Loading Requirements, Section 9.1.1 Scope of Requirements of the Elizabethtown Zoning Ordinance by Deleting C-2 District and Replace with CBD-Central Business District

Mayor Campbell opened the public hearing and recognized Town Manager Eddie Madden to present this agenda item as it pertains to Off-Street

Parking and Off-Street Loading Requirements. Mr. Madden stated that this Zoning Text Amendment is presented to Council in order that it be amended for Off-Street Parking and Off-Street Loading by deleting the C-2 District and replace it with the CBD District. Mr. Madden stated that this Text Amendment application was presented in the Planning Board meeting on May 4, 2015 and the Planning Board does forward a recommendation to approve.

Mayor Campbell requested that this public hearing be closed and Council would be requested to consider approval of amended Text Amendment in agenda item #8.

Item #5: Public Hearing: Zoning Text Amendment-TA-050115-8780-Amend Article 5 District Regulations Section 5.7 Itinerant Merchants & Sales/Roadside Vendors of the Elizabethtown Zoning Ordinance to include additional requirements

Mayor Campbell opened the public hearing and recognized Town Manager Eddie Madden to present this agenda item as it pertains to Itinerant Merchants & Sales/Roadside Vendors. Mr. Madden stated that this Zoning Text Amendment is presented to Council in order that it be amended for District Regulations in Article 5, Section 5.7 as it pertains to Itinerant Merchants and Sales/Roadside vendors in the Elizabethtown Zoning Ordinance. Mr. Madden also stated that additional requirements to include charitable organizations, but not limited to civic, bona fide charitable, religious affiliated, social welfare or advocacy foundations, governmental or other related 501(c)(3) organizations. Mr. Madden stated that the Planning Board requested language under Section 5.7 and forwarded to Town Council for their approval.

Mayor Campbell requested any questions or comments, but none were noted. Council would be requested to consider approval of amended Text Amendment in agenda item #9.

Item #6: Public Hearing: Bladen/Columbus Regional Hazard Mitigation Plan

Mayor Campbell opened the public hearing and recognized Town Manager Eddie Madden to present this agenda item as it pertains to a Regional Hazard Mitigation Plan. Mr. Madden stated that in order for the Town of Elizabethtown to receive Federal Disaster Funding, the Town must participate in a Hazard Mitigation Plan. Mr. Madden stated that Council will consider the resolution which specifies that the Town actively participates in the required planning process with Bladen County and has fulfilled its part of the multi-jurisdictional planning requirements as established by FEMA.

Mayor Campbell stated that Council would be requested to consider approval of resolution in agenda item #10.

Item #7: Adoption of Budget Ordinance: FY 2015-16 General Fund and Water Fund Budget

Mayor Campbell requested that Council consider for approval the proposed FY 2015-16 General Fund and Water Fund Budget as presented in agenda item #3. A motion was made by Council Member Dicky Glenn, and seconded by Council Member Herman Lewis to approve the budget excluding

increase in water/sewer, not to include parade fees as well as no property tax increase for FY Budget 2015-16 (Unanimous). Copy of Budget Ordinance attached and incorporated herein by reference.

Item #8: Adoption of Zoning Text Amendment -TA-033115-8780-Amend Article 9. Off-Street Parking and Off-Street Loading Requirements, Section 9.1.1 Scope of Requirements of the Elizabethtown Zoning Ordinance by Deleting C-2 District and Replace with CBD-Central Business District

Mayor Campbell requested that Council consider this agenda item for approval as it pertains to Off-Street Parking and Off-Street Loading Requirements. A motion was made by Council Member Dicky Glenn, and seconded by Council Member Herman Lewis to approve as Town Council has reviewed the documents and found the following text amendment inconsistent with the objectives and policies in the adopted Land Use Plan and goals of the Strategic Plan; However, the text amendment is reasonable and in the public interest at this time (Unanimous). Copy of amended Zoning Text Amendment attached and incorporated herein by reference.

Item #9: Adoption of Zoning Text Amendment-TA-050115-8780-Amend Article 5 District Regulations Section 5.7 Itinerant Merchants & Sales/Roadside Vendors of the Elizabethtown Zoning Ordinance to include additional requirements

Mayor Campbell requested that Council consider this agenda item for approval as it pertains to Itinerant Merchants & Sales/Roadside Vendors in Elizabethtown. A motion was made by Council Member Herman Lewis, and seconded by Mayor Pro Tem Rufus Lloyd to approve as Town Council has reviewed these documents and found the following text amendment inconsistent with the objectives and policies in the adopted Land Use Plan and goals of the Strategic Plan; However, the text amendment is reasonable and in the public interest at this time (Unanimous). Copy of amended Zoning Text Amendment attached and incorporated herein by reference.

Item #10: Resolution #R-15-10: Adoption of Bladen/Columbus Regional Hazard Mitigation Plan

Mayor Campbell requested that Council consider adopting this agenda item as it pertains to the Bladen/Columbus Regional Hazard Mitigation Plan. A motion was made by Mayor Pro Tem Rufus Lloyd, and seconded by Council Member Herman Lewis to adopt Resolution #R-15-10 as presented (Unanimous). Copy of resolution attached and incorporated herein by reference.

Item #11: Resolution #R-15-12: To Maintain and Support the Reauthorization of the Land and Water Conservation Fund (LWCF) Equitable Treatment of the State Assistance Program

Mayor Campbell recognized Town Manager Eddie Madden to present this agenda item as it pertains to the Land and Water Conservation Fund (LWCF). Mr. Madden stated that the Parks and Recreation Trust Fund Board has asked that all municipalities adopt a resolution that supports the reauthorization of the LWCF that is being considered by legislature. Mr. Madden reminded Council

that the Town of Elizabethtown previously received LWCF funding for Tory Hole Park and if the reauthorization does not take place, the fund will expire in September.

A motion was made Council Member Paula Greene, and seconded by Council Member Ricky Leinwand to approve the resolution as presented (Unanimous). Copy of resolution attached and incorporated herein by reference.

Item #12: Resolution #R-15-13: One Stop and Mail Absentee Voting Options and Resolution #R-15-14: Eliminate One Polling Location-2015 Municipal Election

Mayor Campbell requested consideration of this agenda item as it pertains to one stop and mail absentee voting options. A motion was made by Council Member Dicky Glenn, and seconded by Council Member Herman Lewis, not to approve this resolution (Unanimous).

Item #13: Municipal Certifications for Speed Limits on Lower Street and Pine Street

Mayor Campbell requested that Council consider approving the Municipal Certifications for speed limits on Lower and Pine Street. A motion was made by Council Member Ricky Leinwand, and seconded by Council Member Herman Lewis to approve the speed limit certifications (Unanimous). Copy of Municipal Certifications attached and incorporated herein by reference.

Item #14: Ordinance to Approve Demolition/Removal of Mobile Home at 500 Martin Street

Mayor Campbell requested that Council consider approving the Ordinance to demolish and remove mobile home at 500 Martin Street. A motion was made by Council Member Darrell Page, and seconded by Herman Lewis to approve the Ordinance #2015-05 as presented and accept the proposal from Hugh Cook for \$1,400 (Unanimous). Copy of Ordinance attached and incorporated herein by reference.

Item #15: Presentation of Options Available to Housing Authorities Regarding Newly Passed Guidelines for Consolidation of Authorities

Mayor Campbell requested that Council consider tabling this agenda item. A motion was made by Council Member Dicky Glenn, and seconded by Council Member Herman Lewis to table (Unanimous).

Item #16: Engineering Services Agreement with WK Dickson for Phase II Downtown Revitalization

Mayor Campbell requested that Council consider this agenda item for approval. A motion was made by Council Member Darrell Page, and seconded by Council Member Paula Greene to approve the Engineering Agreement with WK Dickson for Phase II Downtown Revitalization Project (Unanimous). Copy of agreement attached and incorporated herein by reference.

Item #17: Memorandum of Understanding with Main Street Program

Mayor Campbell requested that Council consider this agenda item for

approval. A motion was made by Mayor Pro Tem Rufus Lloyd, and seconded by Council Member Herman Lewis to approve the Memorandum of Understanding with the NC Main Street program (Unanimous). Copy of MOU attached and incorporated herein by reference.

Item #18: Memorandum of Understanding with the NC Department of Public Safety for Inmate Labor

Mayor Campbell requested that Council consider this agenda item for approval. A motion was made by Council Member Dicky Glenn, and seconded by Council Member Herman Lewis to approve the Memorandum of Understanding with the NC Dept. of Public Safety for Inmate Labor (Unanimous). Copy of MOU attached and incorporated herein by reference.

Item #19: Tax Releases

Mayor Campbell stated that Tax Clerk Beverly Robinson submitted Tax Releases for Council's review, they are as follows:

2014 Shelby Stephenson	5009684
Reason	Out of Business
Released Value	\$5,000
Personal Property	
Tax Released	\$30.75
Late List	3.08
2014 Shelby Stephenson	50099684
Reason	Out of Business
Released Value	\$6,588.00
Personal Property	
Tax Released	\$40.52
Late List	<u>4.05</u>
Grand Total Tax Releases	\$78.40

A motion was made by Mayor Pro Tem Rufus Lloyd, and seconded by Council Member Dicky Glenn to approve the tax releases as presented (Unanimous).

Item #20: Budget Amendment #2015-08

Mayor Campbell recognized Town Manager Eddie Madden to present Budget Amendment #2015-08. Mr. Madden presented the following Budget Amendments:

Government Body-Food/Provisions	\$1,800
Admin-Capital Outlay	\$(3,000)
Finance-Travel Subsistence	\$1,200
Public Services- Salaries & Wages	\$17,000
Public Facilities-Salaries & Wages	\$(17,000)
Fire-Capital Outlay	(\$51,200)

Powell-Street Resurfacing	\$50,000
Recreation-M&R Parks	\$1,200
Total	-0-

A motion was made by Council Member Dicky Glenn, and seconded by Council Member Herman Lewis to approve the Budget Amendment as presented (Unanimous). Copy of Budget Amendment attached and incorporated herein by reference.

Item #21: Monthly Financial Report

Mayor Campbell recognized Town Manager Eddie Madden. Mr. Madden gave an overview of the June financial report in the absence of Finance Director Jay Leatherman.

A motion was made by Council Member Ricky Leinwand, and seconded by Mayor Pro Tem Rufus Lloyd to approve the monthly financial report as presented (Unanimous).

Item #22: "Briefly"

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

- On May 31st, Coastal Carolina Off-Road race event will take place at Brown's Creek Bike Park, at noon.
- The Ammon Blueberry Festival will take place on Saturday, June 6th at 10am.
- The Annual Chamber Banquet will take place at Lu Mil Vineyard at 6:30pm on Tuesday, June 16th.
- The Bicycle Grant Steering Committee is scheduled to meet on Thursday, June 18th at 5:30pm in the Council Chamber at Town Hall.
- A Community Event is scheduled for Saturday, June 20th at Leinwand Park hosted by Sword of the Lord Ministry.
- 2015 Summer Sounds Concert will begin every other Thursday night beginning July 9th thru July 23rd, then August 13th and August 27th. The event will take place at the Cape Fear Farmer's Market at 6pm.
- Mr. Madden stated that Cape Fear River Run would host a marathon, half marathon and 5k on Saturday, June 6th in Elizabethtown beginning at the Cape Fear Farmer's Market.

Mr. Madden recognized new changes that were taking place in the Elizabethtown Police Department; specifically, the retirement of Police Chief Bobby Kinlaw, effective August 27th. Also, Nathan (Kip) Hester has been given the title of Interim Police Chief and will be working along side of Chief Kinlaw until his retirement date; Hester will continue to serve in the interim position until an official Police Chief has been hired.

Item #23: Open Forum

Mayor Campbell opened the meeting to anyone wishing to speak during open forum, but no one spoke.

Item #24: Closed Session

This was stricken from the agenda.

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

Sylvia Campbell, Mayor

ATTEST:

Sarah L. Baysden, Deputy Town Clerk