TOWN OF ELIZABETHTOWN
Scheduled Work Session
June 1, 2015

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

Public Hearing: FY 2015-2016 General Fund and Water Fund Budget-Mayor Campbell recognized Town Manager Eddie Madden to present the proposed budget for FY 2015-16. Mr. Madden gave an in-depth presentation on the proposed budget in which he conveyed to Council that some changes would take place in the proposed budget and other budget line items would stay the same. Mr. Madden stated that one of the proposed increases in the budget pertains to water and sewer. Council Members discussed this matter in-depth and agreed to discuss further in the evening meeting.

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 stated that a favorable recommendation was forwarded from the Planning Department to Town Council to consider amending 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. Council is requested to make necessary changes that would change verbiage in the Elizabethtown Zoning Ordinance to reflect that Off-Street Parking and Off-Street Loading would apply to the Central Business District (CBD).

Public Hearing: Zoning Text Amendment-TA-050115-8780-Amend Article 5. District Regulations, Section 5.7 Itinerant Merchants and Sales/Roadside Vendors of the Elizabethtown Zoning Ordinance to Include Additional Requirements-Mayor Campbell stated that a favorable recommendation was forwarded from the Planning Department to Town Council to consider amending Article 5, District Regulations, Section 5.7 to include in the Elizabethtown Zoning Ordinance additional requirements such as, 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 when proceeds of th sale are used directly for the institutions or organization's charitable purpose.

Public Hearing: Bladen/Columbus Regional Hazard Mitigation Plan-Mayor Campbell stated that in order for the Town to receive Federal Disaster Relief Funds, participation is required in the Bladen/Columbus Regional Hazard Mitigation Plan. A Resolution was submitted, as the Town of Elizabethtown has actively participated in the required planning process with Bladen County and fulfilled all parts of the multi-jurisdictional planning requirements as established by FEMA.

Adoption of Budget Ordinance: FY 2015-16 General Fund and Water Fund Budget-Mayor Campbell stated that Council is requested to consider the adoption of proposed budget for FY 2015-2016.

Zoning Text Amendment Request-Mayor Campbell requested that Council consider amending Zoning Text Amendment TA-033115-8780 as it pertains to Article 9, Off-Street Parking and Off-Street Loading in the evening meeting.

Zoning Text Amendment Request-Mayor Campbell requested that Council consider amending Zoning Text Amendment TA-050115-8780 as it pertains to Article 5, District Regulations Section 5.7 Itinerant Merchants and Sales/Roadside Vendors in the evening meeting.

Resolution #R-15-10: Bladen/Columbus Regional Hazard Mitigation Plan-Mayor Campbell recognized Town Manager Eddie Madden to present this agenda item as it pertains to a Regional Hazard Mitigation Plan. Mr. Madden stated that currently the Town participates in a Hazard Mitigation Plan; however, this resolution specifies that the Town of Elizabethtown actively participates in the required planning process with Bladen County and that the Town has fulfilled our part of the multi-jurisdictional planning requirements as established by FEMA.

Resolution #R-15-12: 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. Mr. Madden stated that the Parks and Recreation Trust Fund (PARTF) Board has asked that all municipalities adopt a resolution that supports the reauthorization of the Land and Water Conservation Fund that is being considered by the legislature.

Resolution #R-15-13: One Stop and Mail Absentee Voting Options and Resolution # R-15-14: Eliminate One Polling Location-Mayor Campbell recognized Town Manager Eddie Madden to present resolutions concerning Municipal Elections. Mr. Madden stated that Resolution #R-15-13 would eliminate the process for 2015 Municipal Elections and all future municipal elections for One Stop Voting and Absentee by Mail.

Resolution #R-15-14 covers the option of limited polling locations to one site as a cost-saving measure. The proposed location is the Powell-Melvin Agriculture Center in Elizabethtown. Mr. Madden advised this was a a decision to be made by Town Council.

Municipal Certifications for Speed Limits on Lower Street and Pine Street-Mayor Campbell recognized Police Chief Bobby Kinlaw to report on this matter as it pertains to the speed limit on Lower Street and Pine Street. Chief Kinlaw stated that NCDOT requested that Council enact the Municipal Certifications for a revised 20 mph speed limit; however, Chief Kinlaw stated that the current speed limit of 20 mphwill remain.

Ordinance to Approve Demolition/Removal of Mobile Home at 500 Martin Street-Mayor Campbell recognized Town Manager Eddie Madden to present this agenda item as it pertains to code enforcement. Mr. Madden stated that Code Enforcement Officer Livingston Lewis presented a recommendation that Council declare the structure located at 500 Martin Street as uninhabitable and in violation of the Town Code. Mr. Madden stated that property owners were contacted and a meeting was scheduled for a hearing to work with the property owner in establishing a payment plan for the demolition of this property. Mr. Madden stated that, if the property owner defaulted on the agreement, the Town would file liens on the property and cause the property to be taken due to nonpayment. Mr. Madden conveyed to Council that plans were underway to remove the abandoned mobile home and clean up the site.

Request from Executive Director of Elizabethtown Housing Authority-Mayor Campbell stated that a request was made by Executive Director of the Housing Authority, Ms. Stevie Craig, to consolidate three (3) housing authorities in the county. After much discussion on this matter, Council agreed to discuss further in the evening meeting and vote at that time.

Engineering Services Agreement with W.K. Dickson for Phase II Downtown Revitalization-Mayor Campbell recognized Town Manager Eddie Madden to present this agenda item as it pertains to engineering services for the upcoming project for Phase II of the downtown renovations. Mr. Madden stated that, with the upcoming construction, it would be necessary to involve the Town's engineering firm to coordinate the final design, bidding, and construction management for the project. Mr. Madden reported that WK Dickson has submitted their fee and scope of work for Council's consideration.

Memorandum of Understanding with Main Street Program- Mayor Campbell stated that the Town of Elizabethtown has been recommended for the Main Street designation rather than the Small Town Main Street. Mr. Madden conveyed to Council that this will allow the Town more autonomy in crafting vision for the future of Elizabethtown. Mr. Madden stated that the Town would be entitled to free online training, eligibility for national accreditation, eligibility to apply for Main Street awards and other programs and grant opportunities such as the Main Street Solutions grant.

Memorandum of Understanding with the NC Department of Public Safety for Inmate Labor-Mayor Campbell stated that the NC Department of Public Safety has provided a Memorandum of Understanding with the Town and Bladen County for 14 inmates that will be available for work beginning on June 1st.

Public Services Director Pat DeVane stated that the inmates would be transported from the Tabor City Correctional Facility to Elizabethtown and the contract will be for one (1) year. Mr. Madden stated that all cost incurred would be shared with Bladen County on a per inmate basis with the Town of Elizabethtown obtaining 6 inmates for a total cost of $19,380.29.

Tax Releases-Mayor Campbell stated that Tax Collector Beverly Robinson submitted tax releases for Councils review, they are as follows:

2014 Shelby Stephenson	5009684
Reason Out of business	
Released Value $5,000	
Tax Released	$30.75
Late List	$ 3.08
2014 Shelby Stephenson	5009684
Reason Out of business	
Released Value $6,588.00	
Personal Property	
Tax Released	$40.52
Late List	$ 4.05
Total	$78.40

Budget Amendment #2015-08-Mayor Campbell stated that Finance Director Jay Leatherman has submitted Budget Amendment information and in Mr. Leatherman's absence, Town Manager Eddie Madden presents the following budget amendments:

Expenditure

Government Body-Food & Provisions		$1,800	
Admin-Capital Outlay		$(3,000)	
Finance		$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-	

Monthly Financial Report-Mayor Campbell recognized Town Manager Eddie Madden to present the monthly financial report in Finance Director Jay Leatherman's absence.

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

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Sylvia Campbell, Mayor

ATTEST:

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Sarah L. Baysden, Deputy Town Clerk