

## TOWN OF ELIZABETHTOWN

### Scheduled Meeting

June 2, 2014

The Elizabethtown Town Council met for their regular meeting on June 2, 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, Interim 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 recognized the Color Guard Cadets of the Paul R. Brown Leadership Academy to present the colors and lead in the Pledge of Allegiance.

Mayor Campbell presented the June 2, 2014 agenda for approval. A motion was made by Council Member Herman Lewis, and seconded by Mayor Pro Tem Rufus Lloyd to approve the agenda (Unanimous).

#### Item #2: Approval of Previous Minutes

Mayor Campbell presented to Council, the minutes of March 18, 2014 Budget Retreat, April 28, 2014 Rescheduled Noon Work Session, April 28, 2014 Rescheduled Regular Session, April 28, 2014 Closed Session and May 22, 2014 Special Called Meeting. Mayor Campbell requested that Council consider tabling April 28, 2014 Rescheduled Noon Work Session and April 28, 2014 Rescheduled Meeting due to discrepancies in the minutes. A motion was made by Council Member Paula Greene and seconded by Council Member Herman Lewis to approve the minutes of March 18, 2014 Budget Retreat, April 28, 2014 Closed Session and May 22, 2014 Special Called Meeting. The April 28, 2014 Noon Work Session and April 28, 2014 Rescheduled Session minutes will be tabled until July (Unanimous).

#### Item #3: Public Hearing: FY 2014-2015 Proposed Budget

Mayor Campbell opened the public hearing and recognized Town Manager Eddie Madden to present the proposed budget for FY 2014-2015. Mr. Madden gave an overview of the proposed budget in which he highlighted minor increases that would take place in water/sewer and leaf & limb and a recycling program would take place beginning July 1st. Mr. Madden requested comments or questions, 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 #8.

#### Item #4: Public Hearing: Waiver of Bidding Requirements and Reliance upon a Competitive Bid Process- Purchase of a Fire Pumper

Mayor Campbell opened the public hearing and recognized Town Manager Eddie Madden to present this agenda item regarding the waiver of bidding requirements and Reliance upon a competitive bid process for the purchase of a Fire Pumper. Mr. Madden stated that the Town of Elizabethtown has an opportunity to "piggyback" on other contracts that were properly bid and awarded through another government entity where the bidding process was used and a fire engine was selected through E-One Fire Connections, Inc. Mr. Madden stated that specifications of the fire truck were distributed to the Town Council at the noon work session for their review. Mr. Madden stated that the total bid package for the Fire Truck and all options submitted by the fire department is \$363,272.00.

Mayor Campbell stated that no one signed up to speak regarding the public hearing and no questions were asked by Town Council; therefore, the public hearing was closed.

#### Item #5: Resolution #R-14-08: Authorize the Purchase of New 2014 E-One Custom Fire Pumper from Fire Connections, Inc.

Mayor Campbell presented Resolution #R-14-08 for Councils consideration. A motion was made by Mayor Pro Tem Rufus Lloyd, and seconded by Council Member Paula Greene to consider approving this resolution as presented (Unanimous). Copy of Resolution attached and incorporated herein by reference as well as a copy of Public Notice to waive the competitive bidding under NCGS 134-129(g).

#### Item #6: Resolution #R-14-09: Declaration of Surplus Real Property and Authorize the Sale of a Portion of Town-owned Property by Sealed Bid located on the N. Side of Swanzy Street between Pine Street and Slingsby Street

Mayor Campbell requested that Town Manager Eddie Madden present this agenda item regarding surplus real property. Mr. Madden stated that this property was given by a dedication of a

street and/or railroad right-of-way; referred to as "old" Swanzy Street. Mr. Madden stated that this property has limited use for the Town; however, it does have good use and benefits for the adjoining land owner. Mr. Madden stated that the property itself is very narrow and long; therefore, making it very difficult to use for the Town purposes.

A motion was made by Council Member Herman Lewis, and seconded by Council Member Darrell Page to approve this resolution as presented (Unanimous). Copy attached and incorporated herein by reference.

Item #7: Resolution #R-14-10: Agreement to continue Participation in the Small Town Main Street Program for FY 2014-15

Mayor Campbell presented Resolution #R-14-10 to continue participation in the Small Town Main Street Program. A motion was made by Council Member Ricky Leinwand, and seconded by Council Member Herman Lewis to approve resolution to continue in the Small Town Main Street Program (Unanimous). Copy attached and incorporated herein by reference.

Item #8: FY 2014-15 Budget Ordinance Approval

Mayor Campbell presented the FY 2014-15 Budget Ordinance for consideration. A motion was made by Council Member Ricky Leinwand, and seconded by Mayor Pro Tem Rufus Lloyd to approve the Budget Ordinance for FY 2014-15 as presented (Unanimous). Copy attached and incorporated herein by reference.

Item #9: Budget Amendment No. 2014-10

Mayor Campbell recognized Interim Finance Director Jay Leatherman to present the following Budget Amendment.

Admin-Communications-other	\$2,500
Admin-Repairs Building	\$2,500
Admin-Supplies Office & Misc.	\$5,000
Finance-Salaries & Wages	\$3,000
Finance-Other Contracts	\$11,000
Police-Salaries & Wages	\$(20,000)

Police-Hospitalization	\$(24,000)
Fire-Salaries & Wages	\$8,000
Fire-Repairs Equipment	\$13,000
Fire Property Liability Ins.	\$2,000
Streets Hospitalization	\$(10,000)
Farmers Market-Utilities-Water	\$7,000

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

Item #10: Bid Award for Health Insurance for FY 2014-15

Mayor Campbell recognized Town Manager Eddie Madden to present the Health Insurance for FY 2014-15. Mr. Madden stated that staff has carefully reviewed and selected a Health Insurance plan from United Healthcare through CLC Financial. Mr. Madden gave a summary of the health insurance and requested that Council consider approving based on the 90% funded by the Town with 10% funded by the employees; additionally the Town would increase the salaries to offset the cost of the insurance. A motion was made by Council Member Dicky Glenn, and seconded by Council Member Herman Lewis to approve the Health Insurance proposal presented by CLC Financial with the adjustments worked up by the Interim Finance Officer and Town Manager which would include 10% payment from the employees for the insurance and the 90% that would be paid by the Town (Unanimous). Copy of staff's spreadsheet for the Health Insurance Plan attached and incorporated herein by reference.

Item #11: Fleet Card System Award

Mayor Campbell requested that Mayor Pro Tem Rufus Lloyd present this agenda item and also requested that she be recused from this agenda item as it was a conflict of interest on her part. A motion was made by Council Member Ricky Leinwand, and seconded by Council Member Herman Lewis to recuse Mayor Campbell from this agenda item (Unanimous).

Mayor Pro Tem Rufus Lloyd recognized Town Manager Eddie Madden to present this agenda item regarding the fleet card system. Mr. Madden stated that in 2004 the Town contracted with GoGas to be the provider for a fuel fleet card program; however, GoGas sold its card service to Voyage and that still remains. Mr. Madden requested proposals from two local competitors, which included Sampson-Bladen Oil Company and the other was Campbell Oil Company. Mr. Madden stated that proposals were

obtained and found that Campbell Oil Company was the best choice with savings to the Town at a rebate of 7 cents per gallon.

A motion was made by Council Member Ricky Leinwand, and seconded by Herman Lewis to approve proposal from Campbell Oil Company for the fleet card program with Sunoco (Unanimous).

Item #12: Bid Award for Property and Liability Insurance for FY 2014-15

Mayor Campbell recognized Town Manager Eddie Madden to present this agenda item. Mr. Madden stated that bids were received from the NC League of Municipalities and Lacy West-Thomas Insurance Agency to obtain Property and Liability Insurance quotes. Mr. Madden stated that the lowest bid came from Lacy West-Thomas Insurance Agency (\$68,725); however, Council is requested to consider adding the option for Data Compromise Coverage for an additional cost for a total of \$69,306. A motion was made by Council Member Ricky Leinwand, and seconded by Council Member Herman Lewis to approve the lowest bid from Lacy West-Thomas Insurance Agency and include the option of Date Compromise Coverage (Unanimous). Copy of staff's spreadsheet attached and incorporated herein by reference.

Item #13: Special Use Permit Written Decision/Order for Denial in Case of Hilton/DeVane

This agenda item was stricken from the evening agenda.

Item #14: Tax Releases

Mayor Campbell presented the following tax releases as submitted by Tax Collector Beverly Robinson.

2013 Robert Sanders Jr            5004795

Reason Exempt Prop. Town owns

Released Value \$2,800.00

Real Property

Tax Released                            \$17.22

2008 H Manley Clark Jr & Frances    5000518

Reason Billed at Land Use Value

Released Value \$131,502.00

Real Property

Tax Released \$808.73

2013 Absolute Value Auto Parts 5008657

Reason Closed in 2010

Released Value \$961.00

Personal Property

Tax Released \$5.91

Late List 0.59

2013 Absolute Value Auto Parks 5008657

Reason Closed in 2010

Released Value \$5,492.00

Personal Property

Tax Released \$33.78

Late List \$3.38

2013 Absolute Value Auto Parts 5008657

Reason Closed in 2010

Released Value \$551.00

Personal Property

Tax Released \$3.39

Late List \$0.34

Grand Total Tax Released                      \$873.34

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

Item #15: Monthly Financial Report

Mayor Campbell requested a financial report update from Interim Finance Director Jay Leatherman. Mr. Leatherman gave a brief overview of the Water Fund and General Fund for the month of May. Copy of Financial Reports attached and incorporated herein by reference.

Item #16: Citizen Request: Pastor Elvin Perez of Adoracion Church located at 923 S. Poplar Street has requested to appear before Council.

Mayor Campbell recognized Pastor Elvin Perez to present his request to the Council. Pastor Perez stated that he would like to have his church more involved in community events and have a working relationship with the Town. Pastor Perez invited the Mayor and Council Member to visit the Adoracion Church. Pastor Perez thanked Mayor Campbell and Council for allowing himself along with the church members to be present.

Item #17: Hope Clark Campbell has requested to appear before Council to discuss the next phase of Downtown Revitalization

This was stricken from the evening meeting as Ms. Campbell presented in the noon meeting.

Item #18: Briefly

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

-Mr. Madden submitted news articles that may be of some interest to Mayor and Council Members.

-Mr. Madden reminded Council that Town Hall Day is scheduled for Wednesday, June 4, 2014 in Raleigh.

-Ammon Blueberry Festival is scheduled for Saturday June 7th, Council has been invited to ride in the parade.

-The Annual Chamber Banquet is Tuesday, June 17th at Lu Mil Vineyard at 6:30pm.

-Mr. Madden stated that Council Member Dicky Glenn would be the opening speaker for the Bladen County Scam Jam event that will take place on Thursday, June 5th at Elizabethtown Baptist Church.

-Mr. Madden reminded Council that an invitation was extended to the Mayor and Council Members to attend a reception honoring Ms. Reah He'bert for her dedicated service to the Bladen County Library.

Item #19: Open Forum

Mayor Campbell opened the meeting to any citizens wishing to speak during open forum; however, no one spoke during this time.

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