

TOWN OF ELIZABETHTOWN
Regular Scheduled Meeting
March 5, 2012

The Elizabethtown Town Council met for their regular scheduled meeting on Monday, March 5, 2012 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, Ray Allen, Ricky Leinwand, Charles DeVane, and Town Attorney Goldston Womble. Department Heads present included Public Services Director Pat DeVane, Police Chief Bobby Kinlaw, Finance Director Jan Lennon, Fire Chief Byron Graham and Town Manager Eddie Madden. Absent: Zoning/Code Enforcement Officer Bryan Martin.

Mayor Campbell called the meeting to order and asked Mayor Pro Tem Rufus Lloyd to give the invocation.

Mayor Campbell presented the March 5, 2012 agenda for approval. A motion was made by Council Member Herman Lewis, and seconded by Council Member Dicky Glenn to approve the agenda as presented (Unanimous).

Item #1: Approval of Previous Minutes

Mayor Campbell presented to Council, the minutes of February 6, 2012 Regular Work Session, February 6, 2012 Regular Meeting and February 27, 2012 Budget Retreat. A motion was made by Council Member Herman Lewis and seconded by Mayor Pro Tem Rufus Lloyd to approve the minutes as presented (Unanimous).

Item #2: Resolution #R12-02- Authorizing Sale of Personal Property by Internet Auction

Mayor Campbell recognized Town Manager Eddie Madden to present this agenda item regarding the authorization of selling surplus property on GovDeals.com. Mr. Madden stated that the following items are requested to be sold as surplus property:

Sweepstar Broom
1996 Ford Ranger Pick up
2003 Ford Crown Victoria
2003 Ford Crown Victoria
1998 Ford Crown Victoria

Mr. Madden advised that Council is requested to consider the personal property listed above as surplus and authorize Public Services Director Pat DeVane to handle the sale. A motion was made by Mayor Pro Tem Rufus Lloyd, and seconded by Council Member Herman Lewis to approve the personal property as surplus and authorize Mr. Pat DeVane to handle the same (Unanimous).

Item #3: Resolution #R-12-03- For Surplus Property Disposal of a 20' x 57' mobile home located at 204 S. Morehead Street through private party negotiations

Mayor Campbell recognized Public Services Director Pat DeVane regarding the private party sale of Town-owned property that includes a 20' x 57' mobile home. Mr. DeVane stated the purpose of having a private party sale is due impart to the fact that the purchaser of the mobile home would be responsible for moving the mobile home from where it is currently situated. Mr. DeVane advised that this is a double-wide mobile home and it would be difficult for the purchaser to move the property since the tongue has been removed. The recommended minimum price is \$5,000 and this property will be sold via private party sale.

A motion was made by Council Member Ricky Leinwand, and seconded by Council Member Dicky Glenn to approve declaring the property as surplus and authorize Public Services Director Pat DeVane to handle (Unanimous).

Item #4: Proclamation for Girl Scout Week

Mayor Campbell recognized Girl Scout Troop #224 in which a Proclamation was read declaring March 11th through 17th " Girl Scout Week in Elizabethtown, NC". Mayor Campbell presented the framed Proclamation to Scout Leaders Toni Cross and Barbara Graham. This Proclamation was voted on at the Noon work session. Copy of the signed Proclamation is attached.

Item #5: Bid Awards for CDBG construction along Pickney and McKay Streets

Mayor Campbell recognized Town Manager Eddie Madden to present this agenda item regarding the bid awards for CDBG construction. Mr. Madden stated that The Town of Elizabethtown was awarded a Community Development Block Grant (CDBG) through the NC Department of Commerce that would address blighted and substandard housing. The grant funds would go towards renovating and replacing substandard housing, water/sewer lines along Pickney and McKay Street as well as pave streets. Mr. Madden recognized Ms. Tammy Jones of The Adams Company to give further detail on the bid award.

Ms. Jones stated that advertisements were placed and licensed contractors were asked to submit proposals on construction work on three separate dwellings in Elizabethtown that qualified as blighted housing. Ms. Jones advised that the bid opening took place on Monday, February 27th at Elizabethtown Town Hall. Copy of the bid list is attached. The bid was awarded to Mr. Robert Malone on Unit 09-03 only. A recommendation was given by The Adams Company that Units 09-01 and 09-02 exceed the maximum allowance that can be spent on repairs for a home; therefore, a revision of the scope of work would be sent out again for bids.

A motion was made by Council Member Ricky Leinwand, and seconded by Council Member Herman Lewis to award bid to Mr. Robert Malone on Unit 09-03 and table Units 09-01 and 09-02 (Unanimous).

Item #6: Budget Amendment 2012-06

Mayor Campbell recognized Town Manager Eddie Madden to present Budget Amendment 2012-06. Mr. Madden presented the following budget

amendments:

Expenditures

| | |
|---|-----------------|
| Services Other (Library Donation) | \$2,500 |
| Services Other (Ad Campaign) | \$2,000 |
| Training & Education (ITS/Council Chambers) | \$3,617 |
| Other: Grants, Contracts, etc. | <u>\$19,660</u> |
| Total | \$27,777 |

Revenues

| | |
|--------------------------------------|----------------|
| Fund Balance Appropriated | \$8,117 |
| Fire Dept-County Portion 50/50 Grant | \$9,830 |
| Fire Dept-State Portion 50/50 Grant | <u>\$9,830</u> |
| Total | \$27,777 |

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

Item #7: Utility Customer Request

Mayor Campbell presented this agenda item regarding a citizen request in which a water bill was extremely high. A water leak was found and repaired; however, the water bill remains at an extremely high amount. Mayor Campbell recognized Mr. & Mrs. Horace Chambers to appear before Council and convey their request. Ms. Kimberly Thomas approached Council with Mr. & Mrs. Chambers stating that she was speaking on behalf of her parents in the matter of a very high water bill. Ms. Thomas stated that a plumber was hired to repair the leak they had and had even paid over \$300 towards the water bill but it continued to increase and they felt they were at a disadvantage. Mayor Campbell recognized Finance Director Jan Lennon to give a status on this.

Ms. Lennon stated that Mr. & Mrs. Chambers did indeed have a leak due to the amount of their water bill; however, it was explained to them to hire a plumber to look into this situation, in which they did have a leak and it was repaired. Ms. Lennon stated that their water bill was excessive (\$700.00) and they did pay approximately \$400 towards the bill and continued to make their monthly payment; however, late fees continued. Mayor Campbell requested that Mr. & Mrs. Chambers step out of the Council Chamber and Ms. Lennon would handle with them accordingly.

Item #8: Airfield Lighting (Design/Bid) Contract Agreement

Mayor Campbell recognized Town Manager Eddie Madden to present this agenda item regarding the airfield lighting contract agreement for the Elizabethtown Airport. Mr. Madden stated that the airfield lighting at the Elizabethtown Airport was failing to work and increased the chances of accidents

Released Value \$23,461.00
Real Property
Tax Released \$144.29

2011 Thelma Mayers 515753
Reason Not in City Limits
Released Value \$400.00
Real Property
Tax Released \$2.46

2011 Thomas McCullum Jr. 516864
Reason Wrong Owner
Released Value \$400.00
Real Property
Tax Released \$287.21

2011 DMC Rentals 523868
Reason Billed in Error
Released Value \$770,000.00
Personal Property
Tax Released \$4,735.50
Late List \$473.55

2011 Billy & Wanda Britt 5013669
Reason Not in City Limits
Released Value \$2,930.00
Personal Property
Tax Released \$19.82

2010 Cape Fear Realty 2000227
Reason Out of Business
Released Value \$5,345.00
Personal Property
Tax Released \$36.16

2011 Cape Fear Realty 2000227
Reason Out of Business
Released Value \$4,607.00
Personal Property
Tax Released \$31.16

Grand Total Tax Releases \$5,730.15

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 #12: Professional Services Contract with Robert S. Segal, CPA PA

This agenda item was stricken from the evening agenda; action was taken

in the noon meeting in which services will not be retained by this firm.

Item #13: "Briefly"

Mayor Campbell recognized Town Manager Eddie Madden to give an update on upcoming events.

-Mr. Madden reported that an Election Symposium would take place on Thursday, March 8, 2012 at 4pm at the Bladen County District Courtroom.

-A reminder that the Employee's Health Fair will be Tuesday, March 20th at Town Hall Council Chamber from 11:00 until 12:00, all Council Members and Town Employees are invited to attend.

-The Elizabethtown Airport will host their annual hamburger/hotdog cookout for pilots that attend the Sun 'n Fun Festival in Lakeland, Florida. This will begin Sunday, March 25th through Sunday, April 1st; Council Members are invited.

-Mr. Madden stated that the Spring & Grown Business Expo will host their 6th year for this event, which will take place at Lu Mil Vineyards on Saturday, April 7, 2012.

-The Town of Red Springs has invited Council Members and staff to attend their 2012 Street Festival on Saturday, April 28th from 10:00 am to 5:00 pm.

Town Manager Eddie Madden reported to Council that the next regular Town Council Meeting would take place on Monday, April 2nd; however, he would be out of Town on this particular day and requested that Council consider moving their meeting to Tuesday, April 3rd . Mayor Campbell and Council Members agreed on Tuesday, April 3rd as the next scheduled Council Meeting.

Item #14: Open Forum:

Mayor Campbell opened this portion of the meeting to open forum, in which anyone with concerns, comments or questions are requested to approach Council at this time.

Ms. Laura Harper approached Council and inquired about the Community Development Block Grant (CDBG) in which blighted houses would be rehabilitated or torn down at which time. She stated that a home that she owned was in need of many repairs and she had moved out on account of this. Ms. Harper asked if she would be able to apply for CDBG funds to repair her home. Ms. Harper was instructed to contact Mr. Floyd Adams of The Adams Company in which they would be able to instruct Ms. Harper on this matter. The Mayor and Council thanked Ms. Harper for her request.

Dr. Clem Johnson approached Council concerning his water bill. There was a leak at the meter box, in which he did not know there was a leak because of the location of the water meter. Council asked if he had hired a plumber to repair the leak and he stated that he had not, he was not aware that a leak was going on until he walked over to the meter and also he received his water bill which was extremely high. Mayor Campbell instructed Dr. Johnson to meet with Finance Director Jan Lennon in an effort to get this matter resolved.

Mayor Campbell asked if there was anyone wishing to speak at open forum, there

were no additional responses; therefore, open forum was closed.

Supplemental Agenda Item

Item #16: Contract for Filling Street Cracks in Elizabethtown

Mayor Campbell recognized Public Services Director Pat DeVane to present this agenda item regarding the repairing of streets in Town. Mr. DeVane stated that in the Budget Retreat in February, he presented a PowerPoint presentation of various streets in Elizabethtown that were cracked severely and in need of repair. Council agreed that something would need to be done before it became a bigger problem. Mr. DeVane received a contract proposal from Remac Inc. in the amount of \$29,025.00 to include sealing of existing longitudinal and transverse pavement cracks and joints with hot applied joint sealer, in accordance to the Standard Specifications of the NCDOT road and bridge. Mr. DeVane stated that Powell Bill Funds would be used for this work.

A motion was made by Council Member Dicky Glenn, and seconded by Council Member Herman Lewis to approve the attached contract from Remac Inc. to repair Town owned streets with Powell Bill funds (Unanimous).

Item #15: Closed Session: In accordance with NCGS 143-318.11 (a)(3)

Mayor Campbell stated that Council would enter into closed session; however, the supplemental indicates that closed session would pertain to the follow NC General Statutes:

NCGS 143-318.11 (a)(3) Attorney-Client Privilege

NCGS 143-318.11 (a)(6) Personnel

A motion was made by Council Member Dicky Glenn, and seconded by Council Member Herman Lewis to enter into Closed Session under NCGS 143-318.11 (a)(3)-Attorney-Client Privilege, also to include NCGS 143-318.11(a)(6)-Personnel (Unanimous).

Sylvia Campbell, Mayor

ATTEST:

Sarah L. Baysden, Deputy Town Clerk