

**TOWN OF ELIZABETHTOWN**  
**Scheduled Meeting**  
**May 4, 2015**

The Elizabethtown Town Council met for their scheduled meeting on Monday, May 4, 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, Town Manager Eddie Madden and Town Attorney Goldston Womble. Absent Department Heads: Finance Director Jay Leatherman, Planning Technician Billie S. Hall and Police Chief Bobby Kinlaw.

**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 Ricky Leinwand, and seconded by Mayor Pro Tem Rufus Lloyd to approve the agenda and supplemental agenda (Unanimous).

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

Mayor Campbell presented minutes of April 7, 2015 Noon Re-Scheduled Work Session, April 7, 2015 Re-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: Budget Presentation for FY 2015-16**

Mayor Campbell recognized Town Manager Eddie Madden to present the proposed budget for FY 2015-2016. Mr. Madden gave an in-depth overview of the proposed budget. Mr. Madden stated that the budget would be presented in the June Council meeting for approval.

**Item #4: PowerPoint Presentation from NC Council of Governments Conference on April 27th in Raleigh**

Mayor Campbell stated that this presentation was given by Town Manager Eddie Madden in the noon work session.

**Item #5: Pastor Jason Williams-Proposal for a Half Marathon in Downtown Elizabethtown**

Mayor Campbell recognized Pastor Jason Williams to present a request as it pertains to a half marathon in Elizabethtown. Pastor Williams stated that he makes a request for a half marathon and 5k run in order to fund a Release Time program. The program consist of conducting a short bible study for school age children during school hours and funds are being requested to start this program. "The Cape Fear River Walk" is scheduled for June 6th, starting point is the Cape Fear Farmers Market and will continue downtown through various areas of Elizabethtown. Pastor Williams stated that he would like to have the

Elizabethtown Police Department and Fire Dept. to assist with traffic control and safety coordination.

A motion was made by Council Member Herman Lewis, and seconded by Council Member Ricky Leinwand to approve this request by Pastor Jason Williams (Unanimous).

**Item #6: Special Use Permit Order Approval-4C Holding, LLC Case #SU0218157266, located at 404 S. Poplar Street**

Mayor Campbell recused herself from this agenda item as it is a conflict of interest. A motion was made by Council Member Herman Lewis, and seconded by Council Member Dicky Glenn to approve this request by Mayor Campbell (Unanimous). Mayor Pro Tem Rufus Lloyd recognized Town Manager Eddie Madden to present a Special Use Order for 4C Holding, LLC. Mr. Madden stated that in the April Town Council meeting, 4C Holding LLC submitted a request for a Special Use Permit; however, a Special Use Permit Order is in order at this time for Council's approval.

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

**Item #7: Resolution #R-15-07 to Amend Personnel Policy Chapter 2 Substance Abuse/Drug Policy Revisions**

Mayor Campbell stated that this agenda item was stricken from the evening agenda.

**Item #8: Resolution #R-15-08-Increased Loan Amount for Downtown Collection System Project**

Mayor Campbell recognized Town Manager Eddie Madden to present this agenda item as it pertains to the Downtown Collection System. Mr. Madden stated that previously Council approved the low bid with alternates for the Downtown Collection System project; however, as a result of an increase in the project, additional approval is needed. The Local Government Commission is requesting a resolution to increase the amount of the project and consequently, the loan amount.

A motion was made by Council Member Ricky Leinwand, and seconded by Council Member Herman Lewis to adopt the Project Budget and approve Resolution #R 15-08 to accept the loan offer and Change Order #1 as presented (Unanimous). Copy of Project Budget and Resolution is attached and incorporated herein by reference.

**Item #9: Proclamation Recognizing National Police Week for 2015 from May 10-16**

Mayor Campbell recognized National Police Week for 2015 with a Proclamation that honors law enforcement officers across America as well as the dedicated officers of the Elizabethtown Police Department. Mayor Campbell stated that May 15th would be dedicated as Peace Officers' Memorial Day in honor of all fallen officers.

A motion was made by Council Member Herman Lewis, and seconded by

Mayor Pro Tem Rufus Lloyd to approve the Proclamation as presented (Unanimous). Copy of Proclamation is attached and incorporated herein by reference.

**Item #9-A: Resolution #15-09-National Teacher Appreciation-May 4-8, 2015**

Mayor Campbell recognized National Teacher Appreciation during the week of May 4th-8th in which a framed Resolution was presented to a Board of Education Representative during the evening meeting.

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

**Item #10: Audit Contract with Thompson, Price, Scott, and Adams for Year Ending 6/30/15**

Mayor Campbell presented the audit contract from Thompson, Price, Scott and Adams for year ending June 30, 2015. A motion was made by Council Member Darrell Page, and seconded by Council Member Ricky Leinwand to approve the Audit Contract with Mr. Bryon Scott of Thompson, Price, Scott, Adams and Co (Unanimous). Copy of audit contract is attached and incorporated herein by reference.

**Item #11: Adoption of Capital Improvement Plan for 2015-2019**

Mayor Campbell presented the Capital Improvement Plan for 2015-2019 for Council's consideration. A motion was made by Mayor Pro Tem Rufus Lloyd, and seconded by Council Member Herman Lewis to adopt the Capital Improvement Plan for 2015-2019 as presented (Unanimous). Copy of CIP is attached and incorporated herein by reference.

**Item #12: Utility Account Releases**

Mayor Campbell stated that Finance Director Jay Leatherman, submitted a list of Utility Account Releases through April 2015. This is a recommendation that was conveyed to the Finance Director from the Town's auditor, Mr. Bryon Scott to perform this process on an annual basis.

A motion was made by Council Member Dicky Glenn, and seconded by Council Member Darrell Page to approve the Utility Account Releases as presented (Unanimous). List attached and incorporated herein by reference.

**Item #13: Bid Award-Replacement Well #1 located on East Swanzy Street**

Mayor Campbell reported that bids were received for replacement of Well #1 located on East Swanzy Street. Mr. John Core with WK Dickson facilitated the bid process and provided his recommendation for Council for the low bidder, Charles R. Underwood, Inc. Town Manager Eddie Madden conveyed to Council that the project would be funded through the Water Fund.

A motion was made by Council Member Dicky Glenn, and seconded by Mayor Pro Tem Rufus Lloyd to approve the low bid with Charles R. Underwood, Inc. (Unanimous). Copy of summary and recommendation attached and incorporated herein by reference.

**Item #14: Appointment to ABC Commission**

Mayor Campbell stated that ABC Commissioner Charles DeVane currently serves on the ABC Board; however, the 3-year term expires the end of June. Mayor Campbell stated that Mr. DeVane has agreed to serve another 3-year term. A motion was made by Council Member Darrell Page, and seconded by Council Member Herman Lewis to re-appoint Mr. Charles DeVane to the ABC Board for an additional 3-year term (Unanimous).

**Item #15: Approve Lease Agreement with Cape Fear Barbecue & Chicken**

Mayor Campbell recognized Town Manager Eddie Madden to present this agenda item as it pertains to the recently vacated space at the Cape Fear Farmer's Market. Mr. Madden stated that Ms. June Massengill of Cape Fear BBQ & Chicken has agreed to rent space at the Cape Fear Farmers Market, in the area previously occupied by Inman's Meats. Mr. Madden requested that Council consider approving the lease with Cape Fear BBQ & Chicken.

A motion was made by Council Member Dicky Glenn, and seconded by Council Member Paula Greene to approve the lease as presented (Unanimous). Copy of Lease attached and incorporated herein by reference.

**Item #16: Budget Amendment #2015-06**

Mayor Campbell recognized Town Manager Eddie Madden to present the Budget Amendments in the absence of Finance Director Jay Leatherman. Mr. Madden presented the following Budget Amendments:

**Expenditures**

Brown's Creek Bike Park Sign	\$6,240.25
Facade grant-50% Yia Yia's Gifts & More	\$2,000.00
<b>Total</b>	<b>\$8,240.25</b>

**Revenues**

Fund Balance Appropriations	\$8,240.25
<b>Total</b>	<b>\$8,240.25</b>

A motion was made by Council Member Darrell Page, and seconded by Council Member Herman Lewis to approve the Budget Amendment as presented. Town Manager Eddie Madden requested that Council amend the motion and include the Capital Project Ordinance for Fund 120 which includes Park Expansion for Leinwand Park (PARTF Grant).

The motion was amended by Council Member Darrell Page, and seconded by Council Member Herman Lewis to approve Budget Amendment #2015-06 and include the Capital Project Ordinance for Fund 120 for Leinwand Park Expansion (Unanimous).

**Item #17: Monthly Financial Report**

Mayor Campbell presented the monthly financial report and requested that Council consider this for approval. A motion was made by Council Member Herman Lewis, and seconded by Council Member Darrell Page to approve the

monthly financial report as presented (Unanimous).

**Item #18: "Briefly"**

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

-Mr. Madden stated that the White Lake Water Festival would take place on Saturday, May 16th at 10 am. Council is invited to ride in the parade.

-Bladen County Relay for Life is scheduled for May 8th & 9th at Elizabethtown Middle School.

-Mr. Madden stated that he would be meeting with County Representatives and Golden Leaf Foundation on May 5th at 9am at the Industrial Park.

-National Day of Prayer will be held at noon on May 7th at the Municipal Building flag poles.

-The Council Chamber will be used by NC Southeast on May 21st.

-Town Offices will be closed to observe the Memorial Holiday on Monday, May 25th.

-Mr. Madden stated that Dr. Darrell Page and Mayor Campbell would represent the Town of Elizabethtown by attending the XVIII Airborne Corps Change of Command Ceremony at Ft. Bragg where LTG Joseph Anderson would relinquish command to MG Townsend.

**Item #19: Open Forum**

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

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