

TOWN OF ELIZABETHTOWN

Scheduled Meeting

November 4, 2013

The Elizabethtown Town Council met for their scheduled meeting on November 4, 2013 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, Dr. Darrell Page, Ricky Leinwand, Paula Greene, and Attorney Goldston Womble. Department Heads present included Public Services Director Pat DeVane, Finance Director Jan Lennon, Police Chief Bobby Kinlaw, Zoning/Code Enforcement Officer Bryan Martin and Town Manager Eddie Madden. Absent: Fire Chief Byron Graham.

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 November 4, 2013 agenda and supplemental for approval. A motion was made by Council Member Dicky Glenn, and seconded by Council Member Herman Lewis to approve the agenda and supplemental as presented (Unanimous).

Item #2: Approval of Previous Minutes

Mayor Campbell presented to Council, the minutes of October 7, 2013 Scheduled Noon Work Session and October 7, 2013 Scheduled Meeting and October 7, 2013 Closed Session. A motion was made by Council Member Herman Lewis and seconded by Council Member Dicky Glenn to approve the minutes as presented (Unanimous).

Item #3: CDBG Grant Application for Lower Street Pump Station Improvements and Proposed Two New Water Supply Wells (First of Two Public Hearings)

Mayor Campbell opened the public hearing and recognized Town Manager Eddie Madden to present this agenda item regarding the Lower Street pump station improvements and two new wells. Mr. Madden stated that the Town has the opportunity to submit a CDBG Grant application for two

specific projects. The projects consist of the Lower Street Pump Station and the other is the construction of two new wells (Well #1 & #3). Mr. Madden stated that given the availability of funding from the NC Department of Commerce, these projects could potentially be undertaken by State Grant Funds. Mr. Madden reminded Council that they have previously approved the project for the Lower Street Liftstation through the Clean Water Management Fund and through the NC Department of Natural Resources. However, the Town awaits approval from the Local Government Commission (LGC) for financing. Mr. Madden advised that in order for the Town to keep from borrowing money for this project and also for the two well projects, Mr. Madden recommends that Council go through the Public Hearing process in hopes of qualifying for each one of these grants for funding. Mr. Madden stated that, if approved by the NC Department of Commerce, it would not require a local match. Mr. Madden stated that the second and final Public Hearing would take place in Council's December meeting. Mr. Madden asked for questions and/or comments, but none were noted.

Mayor Campbell stated that no one had signed up to speak on behalf of this public hearing; therefore, the public hearing was closed.

Item #4: Resolution #R-13-22 to Authorize the Sale of Three Town-Owned Lots on Swanzy Street

Mayor Campbell recognized Town Manager Eddie Madden to present this agenda item regarding the sale of Town-owned property. Mr. Madden distributed maps depicting the property in question and stated that the location is directly across the street from the Public Services facility. Mr. Madden conveyed to Council that it is believed that the property was acquired through the closing of an "old" railroad right-of-way or possibly the original road for Swanzy Street; it is uncertain at this time. Mr. Madden stated that the question remains as to what method of sell needs to occur; this is being researched by the Town Attorney and it is hoped that this information will be ready in the very near future. Mr. Madden stated that Town Code requires that if this is a street right-of-way, that type of situation would allow the street to be closed and handled differently. If this property is considered a railroad right-of-way then it can be considered as surplus property and sold accordingly. Mr. Madden recognized Town Attorney Goldston Womble to expound on this matter.

Attorney Womble stated that until further research and information is obtained, it will be difficult at this point on how to proceed. Attorney Womble advised that Council will need to give authorization to proceed with a title search of the property and work with GS3 Surveyor Joey Taylor in attempting to locate necessary maps for railroad right-of-ways or an original roadway for Swanzy Street.

A motion was made by Council Member Paula Greene, and seconded by Council Member Ricky Leinwand to authorize a title search to be done on the property and determine if this is a street right-of-way or railroad right-of-way and authorize the correct disposition of the property under the statutes (Unanimous).

Item #5: Proclamation to Declare Youth Week by the Elizabethtown Optimist Club

Mayor Campbell stated that this Proclamation was approved during the noon work session.

Item #6: Proclamation "Hire a Vet Week"

Mayor Campbell stated that this Proclamation was approved during the noon work session.

Item #7: Request for Speed Bump on Newton Street by Mrs. Kim Tyler

Mayor Campbell called upon those concerned citizens that reside on Newton Street to speak if they wanted to express their concern for a speed bump in their neighborhood.

Ms. Kim Tyler approached Council and stated that they have several children in the neighborhood and people go in and out of this street going to Food Lion and her main concern is safety. Mayor Campbell asked Ms. Tyler did she have a preference on where she wanted the speed bump placed. Ms. Tyler stated that she would like to see a speed bump placed in front of her house and another neighbor, Mark Summerland, who is also concerned about the safety of the neighborhood children.

Another concerned citizen, who did not give her name, stated she would like to see speed bumps placed on Newton Street because some cars enter Newton at such a speed that they have come close to wrecking in her front yard.

Ms. Wilson stated that there was a lot of traffic up and down Newton Street and she did not say where to place the speed bumps but she wanted to see speed bumps installed.

Mr. Mark Summerland stated that he has lived on Newton Street over a year and very satisfied in the community because it is so quiet but there is also a lot of traffic on the street, up and down all day long.

Mayor Campbell asked for additional comments by Council and/or Town citizens, but none was noted.

A motion was made by Council Member Dicky Glenn, and seconded by Mayor Pro Tem Rufus Lloyd to obtain two removable speed bumps for Newton Street (Unanimous). Council Member Paula Greene asked if someone from the Newton Street community could give an update to Council in a couple of months as to the speed bumps and if they were making a difference.

Item #8: Update on Well #1 and Well #3

Mayor Campbell recognized Public Services Director Pat DeVane to give an update on Well #1 and Well #3. Mr. DeVane stated that in the last 20 days or so Well #3 completely stopped working and Well #1 has endured some problems but water continues to be pumped. Mr. DeVane stated that citizens in the Mercer Mill area complained that the water was cloudy; however, the water has been tested for chlorine and it is safe to drink. Mr. DeVane stated that applications are in the process of being completed by WK Dickson to obtain funding for the repairing or replacement of the wells; however, the Town's application must be approved first and there is a waiting period before funding is received. Mr. DeVane conveyed to Council that Well #1 and Well #2 was in immediate need of repairs.

Item #9: Ecivis Contract

Mayor Campbell stated that Ecivis is a company in which the Town can subscribe to an online data base to let the Town of Elizabethtown know about grants that are available. Mayor Campbell advised that a contract has been submitted to the Town in which it is a 3-year contract for a cost of \$1,750.00 a year. Mayor Campbell recognized Town Manager Eddie Madden to expound further. Mr. Madden stated that Ecivis is endorsed by the NC League of Municipalities, the renewal rate among their clients is 95%; therefore, Council's approval is requested.

A motion was made by Council Member Darrell Page and seconded by Mayor Pro Tem Rufus Lloyd to approve the three year contract with Ecivis (Unanimous).

Item #10: Budget Amendment No 2014-04

Mayor Campbell recognized Town Manager Eddie Madden to present this agenda item regarding the budget. The following budget amendments have been submitted for Council's approval.

Expenditures

| | |
|-----------------------------|-------------|
| Repairs to Cross Plaza Shop | \$2,204.54 |
| Master Plan for Recreation | \$9,552.00 |
| County Tax Payment-Gore | \$ 309.52 |
| Total | \$12,066.06 |

Revenues

| | |
|----------------------|------------|
| Fund Balance Approp. | \$2,204.54 |
|----------------------|------------|

| | |
|-----------------------|-------------|
| Recreation FB Approp. | \$9,552.00 |
| Utility Fund Approp. | \$ 309.52 |
| Total | \$12,066.06 |

The reasons for the amendment are as follows:

\$2,204.54-Town Share of Repair Cost to Cross Plaza Shop.

\$309.52-County Taxes for Gore Estate Property Purchased by the Town.

\$9,552-Comprehensive Master Plan for Recreation Services by WK Dickson

A motion was made by Mayor Pro Tem Rufus Lloyd, and seconded by Council Member Dicky Glenn to approve Budget Amendment No. 2-014-04 as presented (Unanimous).

Item #11: Tax Releases

Mayor Campbell presented tax releases as submitted by Tax Collector Beverly Robinson, they are as follows:

2013 Berkley Pridgen 4007090

Reason Only 2.14 Acres in city limits

Released Value \$25,018.00

Real Property

Tax Released \$153.86

2013 William T. McDowell 5004331

Reason Only 3.44 Acres in city limits

Released Value \$74,650.00

Real Property

Tax Released \$459.10

2013 David L. Edge 523865

Reason Not listed at Airport

Released Value \$210,000

Personal Property

Tax Released \$1,291.50

Late List \$129.15

2013 Allen Cox 5013715

Reason Adjusted Value per County

Released Value \$81,750.00

Personal Property

Tax Released \$502.76

Late List \$50.28

2013 Mittie McLaurin 5012522

Reason Elderly Exemption

Released Value \$11,100

Real Property

Tax Released \$68.27

2013 Bladen County Shrine Club 70701017

Reason Not in City Limits

Released Value \$480.00

Personal Property

Tax Released \$2.95

2013 Bladen County Shrine Club 70701017

Reason Not in City Limits

Released Value \$150.00

Personal Property

Tax Released \$0.92

2013 Bladen County Shrine Club 70701017

Reason Not in City Limits

Released Value \$780.00

Personal Property

Tax Released \$4.80

2013 Charles M White 0532249

Reason Per Bladen County Wrong owner

Released Value \$173,360.00

Real Property

Tax Released \$1,066.16

2013 Edna B McKenzie

Reason In White Oak Fire District

Released Value \$4,050.00

Personal Property

Tax Released \$24.91

2013 First Citizens Bank & Trust 5013678

Reason Adjusted Value

Released Value \$29,600

Real Property

Tax Released \$182.04

Grand Total Tax Releases \$3,936.70

A motion was made by Council Member Herman Lewis, and seconded by Council Member Dicky Glenn to approve the tax releases as submitted (Unanimous).

Item #12: Monthly Financial Report

Mayor Campbell recognized Finance Director Jan Lennon to present the monthly financial report. Ms. Lennon presented to the Mayor and Council Members the October financial report and requested questions at that time, but none were noted.

Item #13: "Briefly"

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

- Veteran's Day Ceremony will take place on Friday, November 8th at 11am National Guard Armory.

- Town Offices will be closed on Monday, November 11th to observe Veterans Day.

- Flu Shots are scheduled for Thursday, November 14th from 9am to 10:30 am in the Council Chamber of Town Hall for all Town employees.

- 4k4Food Walk/Run will take place at the Industrial Park Saturday, November 16th starting at 9am.

- Town Employee's will have their traditional Thanksgiving meal on Wednesday, November 27th at noon, Mayor and Council Members are invited.

- A Food Drive project will take place at Town Hall, the collection box will be located in the Finance Dept.
- On Saturday, November 30th, a 5K Road Race, Holiday Shopping Village and Vendors will be at the Cape Fear Farmers Market starting at 8am.
- The Elizabethtown Christmas Parade will be Sunday, December 1st at 3pm.

Mr. Madden updated the Mayor and Council Members on various projects throughout Town in which Bladen Crisis will take the leadership of a soup kitchen.

The Board of Education will discuss an agenda item that was submitted from the Town in which their help in funding the project, is being requested on a crosswalk that is proposed for Elizabethtown Primary School (Mercer Mill Road).

Mr. Madden stated that the final walk through for renovations at the Elizabethtown Fire Department will take place on Monday, November 11th.

National Day of Care will take place on Saturday, November 9th in which a wheelchair ramp will be built for a person or family within Elizabethtown. Volunteers are needed for this day if anyone would be willing to participate.

Mr. Madden updated Council on two structures located on Newkirk Street that are to be demolished. A thorough inspection has been made, a quote has been obtained, and there was no asbestos found within the building. Town awaits approval from the bank due to a lien on the structures.

Council Member Herman Lewis requested an updated on the debris located on Peanut Road. Zoning/Code Enforcement Officer Bryan Martin reported that letters have been sent to the property owner but no response has been received.

Mr. Madden reported that construction for Taco Bell would start the upcoming week.

Mayor Campbell advised that an invitation has been given for the Veterans Day Ceremony on Monday, November 11th at the Paul R. Brown Building on Martin Luther King, Jr. Drive at 1pm.

Mr. Madden recognized Zoning/Code Enforcement Officer Bryan Martin in which he assisted Town of White Lake's Planning and Board of Adjustment in which Mr. Iwerks was very appreciative of Mr. Martin's expertise in presenting information that was very beneficial to their Board.

Item #14: Open Forum

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

Item #15: Closed Session

Mayor Campbell requested that Council enter into closed session. A motion was made by Council Member Dicky Glenn, and seconded by Council Member Herman Lewis to enter into closed session in accordance to NCGS 143-138.11(a)(5) Real Property-Cape Fear Private Equity located on Swanzy Street (Unanimous).

Council Member Dicky Glenn made a motion to go back into regular session, and the motion was seconded by Council Member herman Lewis (Unanimous). There was a motion from Council Member Paula Greene and a second from Council Member Herman Lewis to proceed with "Offer to Purchase" real property from Cape Fear Private Equity located at 208 Slingsby Street (Unanimous). Property will be used to accommodate parking for the newly-renovated Fire Station.

Sylvia Campbell, Mayor

ATTEST:

Sarah L. Baysden, Deputy Town Clerk