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**TOWN OF ELM CITY  
MEMORANDUM**

**To:** Mayor and Board of Commissioners  
**From:** Dena Owens, Interim Town Administrator  
**CC:** Minute Files  
**Date:** July 10, 2020  
**Re:** Interim Administrator's Report

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**Wastewater Grant** – I heard from David Honeycutt this morning. He mentioned that they are working on wrapping up the permit applications to submit plans and specifications. An application was sent for signatures and a check is needed in the amount of \$395 for the permit fee for the Major Modification.

**Disaster Recovery Grant** – Work is continuing with the Disaster Recovery Grant. Pumps for the Cedar Ridge and S. Branch Street lift stations have been ordered, with the Cedar Ridge pumps already delivered. A work order has been placed into the system to have the bad pump changed out at the Cedar Ridge station. Three pumps have been ordered for the holding lagoons.

Duke Rooted in Innovation has given a preliminary finding on the I & I issue that can be found throughout Town. The initial observance is that much of the Town's I & I is coming through manholes.

The as-built study has begun with Mack Gay on storm drainage. It has been found that 93 stormwater curb and drop inlets have been found, and that many of them were over 75% full, meaning they could not access the pipes to shoot correct inverts. Mike spoke with Chuck Braswell from Braswell and Sons, Inc. for a quote to clean out the existing curb inlets and drop inlets. It was quoted a price of \$600 per, making the cost \$58,800. I have an appointment to meet with Dave Strum with Envirolink to request what they can do to correct this concern, as cleaning of the storm drainage is part of their contract with the Town. Mike Tolson said there was anywhere from 10 – 15 years worth of trash in the drains. (See attached)

Mike met with ClearWater, Inc. regarding making the wastewater pumps and sprayfields monitored through a SCADA system. This will allow the operator of the sewer system the ability to turn pumps on or off at both the lagoons and sprayfields remotely. It will also record and stream data, which will be available not only to Envirolink, with a click of a button, but also to the Town's administrative staff. We will have the ability to see what

pumps are running, which fields are being sprayed on, etc. The quoted cost for this project is \$17,136.26. (See attached)

**Water Purchase Rate Negotiations** – We will go into closed session to discuss this information as it is contractual. Mike Tolson, with Mack Gay, will attend this session as well to answer any questions that you may have regarding the purchase of water, etc.

**CWSRF and ASADRA Monies Available** – MGA submitted two applications to DWI for funding on the Town's behalf for the ASADRA funds.

Water - Filter Equipment installation and Well Rehabilitation  
Sewer - MH Rehab and Relining

Differently than expected, the Sewer project scored higher than what was expected, however this would incur a partial loan. Knowing that the Town is not able to borrow further funds, Mike is working with the State to see what can be worked out. Water, however, did not score as well as expected, but Mike feels like the ability to score higher would be available in the fall. He will be at the meeting to discuss this information with the Board.

**School Ballfield Well** – The ballfield well is up and running with the gate valve. New chemical pumps had to be ordered with higher psi ratings. The pumps were ordered, however, when they were opened to be installed last week, the wrong pumps were sent. Phil, of Envirolink, has worked to get these exchanged with correction. It is hoped that they will be in for installation today or Monday. The well is currently on and running – with adjusted times to keep the air from building up.

**Gate Valve at Old Sprayfield** – The 10" gate valve has been installed at the old sprayfield and Phil has been using the field to bring the lagoon levels down to be in compliance with the State regulations.

**Sheriff's Substation Concerns** – The new toilet has been installed in the station. I have sent information to Lt. Howell, as to the workings of the plumbing now with the new toilet. He responded that the plumbing seems to be working well.

**FY 18/19 Audit** – Greg Redman, auditor, has submitted the audit. We should receive more information in the next few days.

**Debt Payment** – The Depot Debt Payment of \$60,581 is due to be paid September 21<sup>st</sup>.

**Property Rezoning Approval** – The Planning Board met on Thursday, June 18<sup>th</sup>, as a public hearing regarding the rezoning of property located on East Main Street, more specifically Wilson County Tax Pin Numbers: 3734-89-7828, 3734-89-8807, and 3734-89-8895. Current zoning is R-10 and owner is seeking zoning of R-7 to allow for multi-family dwellings. The Planning Board voted unanimously to change said zoning to R-7 allowing the change to take place, thereby making it permissible that a multi-family, tri-

plex be built. The Board of Commissioners is now ready to make a decision on whether or not to make this change to the zoning of those properties.

**Public Hearing Scheduled** – A public hearing is scheduled for the Planning Board on Monday, July 20<sup>th</sup> at 7 pm, **with a special called public hearing for the Board of Commissioners afterward at 7:30 regarding the cell tower ordinance change.** It has been difficult to meet advertising requirements with the newspaper, as they are only printing 2 editions each week. I understand that Comm. Wheeler will be out of town during this time.