



**TOWN OF ELM CITY
REGULAR TOWN COUNCIL MEETING MINUTES**

**April 12, 2022, at 6:30 PM
Elm City Train Depot 101 Nash St.**

In attendance:

Mayor Tawanda Moore (hereinafter, Mayor Moore)
Mayor Pro Tem Tammie Atkinson (hereinafter, Mayor Pro Tem Atkinson)
Commissioner David Greene (hereinafter, Commissioner Greene)
Commissioner Gil Wheeler (hereinafter, Commissioner Wheeler)
Commissioner Zachary Mercer (hereinafter, Commissioner Mercer)

Also in Attendance:

Town Administrator John Edwards (hereinafter, Admin Edwards)
Finance Officer Shameshia Fennell (hereinafter, Finance Officer Fennell)
Interim Town Clerk: Atina Newsome (hereinafter, Clerk Newsome)

Absent:

Public Works Director Jeff Hill (hereinafter, Public Works Hill)
Commissioner Tim Bridgers (hereinafter, Commissioner Bridgers)

Call To Order:

Mayor Moore called the regular council meeting to order on April 12, 2022, at 6:30pm. Mayor Moore invited those with citizens' concerns or special comments for the honorary to sign the sign in sheet to make their concerns and comments heard.

Invocation:

Mayor Moore led everyone in prayer.

Pledge Of Allegiance:

Mayor Moore led everyone in the Pledge of Allegiance.

Approval of Agenda:

Mayor Moore asked for a motion to approve the agenda. Commissioner Wheeler made the motion to approve the Agenda for April 12, 2022 and Commissioner Greene seconded the motion. The motion passed unanimously.

Approval of Minutes:

Mayor Moore asked for a motion to approve March 15, 2022, regular council meeting minutes. Commissioner Wheeler made a motion to approve the March 15, 2022 regular council meeting minutes, and Mayor Pro Tem Atkinson seconded the motion. The motion passed unanimously.

Public Hearings/Comments:

Mayor Moore read the instructions of the Public Hearings/Comments. She opened the floor for public comments.

Citizen, Marilyn Hill Barnes of 607 Lynnhaven Dr. Elm City NC, gave a report/complaint on a sewer issue that has been occurring at her residence since 2020.

Consent Agenda:

Mayor Moore read the Consent Agenda's definition. She asked for a motion to approve Budget Amendment #4. Commissioner Wheeler made the motion to approve the Budget Amendment #4, Mayor Pro Tem Atkinson seconded the motion. The motion was passed unanimously.

Presentations/Discussions:

- a. Greg T. Redmon, Elm City 2021 Audit Report, Mr. Redmon reviewed the Financial Statements and Independent Auditors report for the year ended June 30, 2021. He reviewed several pages as followed Pages: 13, 15, 17, 18, 19, 20, 39, 51, 55, 56, 57 as a main focus. He covered the topics on the Sale Tax Refund Claims.
- b. Mike Tolson, Mack Gay Associates, P.A.- DR Grant Project: spoke about the water/sewer Multi-station Pump Upgrades and commended Public Works Hill on maintaining and operating the spray fields within compliance.
- c. Mayor Moore performed the Swearing-In Ceremony for Commissioner Mercer

Unfinished Business: None

New Business:

- a. Admin Edwards asked for a motion to approve the application and report resolutions from Mike Tolson, Mack Gay and Associates, for the grants to include the study of rates, asset inventory, assessment and/or merger, and regionalization options. Commissioner Greene made the motion to approve the grant resolution, and Commissioner Wheeler seconded the motion. The motioned was passed unanimously.

Town Staff Reports:

- a. Admin Edwards welcomed the new Commissioner, Commissioner Mercer, he gave his report for the month of March where he met with David Honeycutt from McGill referencing Parker St. Lift Station, Met with Ken Pohlig with DEQ and discussed the towns long term goals about the water/sewer infrastructure needs, met with Robert Hiatt from Upper Coastal Plains referencing downtown development funding and recruitment and project, announced that the town is working on the Elm City Heritage Cemetery to secure grant funding to survey and refurbish the cemetery's access, parking lighting and signage, and last but not least met with Charles Brown, Business Developer of Withers Ravenel referencing

downtown revitalization on Main St. also, the community enhancement for economic growth referencing possible lighten for Parker St. bridge.

b. Finance Officer Fennell gave her Budget vs. Actual report, she also announced the budget retreat kickoff and invited all department heads and council to attend the budget retreat. The budget retreat was scheduled for Saturday, April 30, 2022, 10am-2pm at the Upper Coastal Plains building in downtown Wilson.

c. Public Works was absent, and submitted a Monthly Operations Report, he was attending a class with cross connection with the State of NC, Mike Tolson, Mack Gay Associates, P.A. spoke on the behalf of Publics Works Hill, Operations Report, and how the numbers have improved in the last 3 months, referencing the maintaining and operating of the spray fields.

Mayor & Commissioner's Reports:

a. Commissioner Greene gave a report on the Ground Breaking he attended in Wilson, made everyone aware of the great investments that the Wilson Development has along with the Wilson Downtown Economic Organization (Non-Profit) Also he has one artist that will be doing the Muriel on the Elm City Business. He also suggested a Block Party be held in each commissioners' neighborhoods during the summer time.

b. Commissioner Wheeler suggested that we get involved in the 301 Endless Yard Sale held June 17 & 18, to get people to come downtown and get involved in Elm City business etc. Ask that we advertise the 2023 Celebration for the Towns Anniversary in the Newsletter, with his contact info enclosed for citizens who would like to be on the advisory committee.

c. Mayor Pro Tem Atkinson gave satisfying feedback from the residents about the utility bills. They are very satisfied with the receipt of the billing.

d. Mayor Moore gave her report as followed: To the council, there is a packet enclosed, titled Town Council Code of Conduct, please take it home and read in your leisure and it will be discussed later in a special call meeting, the Economic Growth and Council will have an Agenda Comp. Plan by N-Focus, Buy ins from Residents and Business owners of Elm City. Also, met with a young man, who is Commissioner Greene's son 14 yr. old Zack who wants to see a Skate Park in Elm City, Zack presented the mayor with a letter of concern and upgrades, about what he wishes to see come to the park.

Closed Session: None

Adjournment:

Mayor Moore asked for a motion to adjourn the meeting. Motion to adjourn was made by Commissioner Wheeler and seconded by Mayor Pro Tem Atkinson. Motion was passed unanimously.