



ELM CITY BOARD OF COMMISSIONERS
TUESDAY, MAY 10, 2016
ELM CITY TOWN HALL
CONFERENCE ROOM

MINUTES

1. **Call to Order**

Mayor Grady Smith (hereinafter "Mayor Smith") called to order the regular meeting of the Elm City Board of Commissioners (hereinafter "Board") at 7:30 pm, on May 10, 2016.

2. **Roll Call**

Mayor Smith conducted a roll call. The following were present:

Commissioner, Dale Childress (hereinafter "Comm. Childress")
Commissioner, Melvin Cooke (hereinafter "Comm. Cooke")
Commissioner, John Edwards (hereinafter "Comm. Edwards")
Commissioner, Marsha Wells (hereinafter "Comm. Wells")
Commissioner, Gil Wheeler (hereinafter "Comm. Wheeler")
Town Administrator, Jonathan Russell (hereinafter "Admin. Russell")

3. **Approval of Minutes from Last Meeting**

Mayor Smith gave the Board opportunity to review the proposed minutes from the April 12, 2016, meeting.

MOTION: Comm. Cooke made motion to approve the April 12, 2016, meeting minutes; seconded by Comm. Edwards. Motion passed by unanimous vote.

4. **Admin. Russell's Report**

A. Fiscal Year Budget Proposal: Admin. Russell attached the proposed budget for the FY16-17 that was presented at the budget workshop that took place on April 28th. If no objections, a public notice will need to be advertised for approval at the June meeting.

MOTION: Comm. Edwards made motion to advertise the public notice for the proposed budget public hearing at the June Board meeting; seconded by Comm. Cooke. Motion passed by unanimous vote.

- B. CDBG Waterline Replacement Meeting: The CDBG-I unit will visit the Town on Wednesday, May 11 at 10 am to assist with the start-up of their Community Development Block Grant – Infrastructure Water Systems Improvements project. During the visit, the process and procedures will be reviewed for release of funds, environmental review, general and financial grant administration, the grant contract, and other policies concerning the implementation of the grant.
- C. Train Depot Progress Update: Hazard mitigation has been completed, and the interior cleaning and refinishing is currently taking place. It is anticipated that the roof replacement will be started in the next two to three weeks, based on availability of materials.
- D. Infrastructure and Asset Inventory Grants Submitted: The asset inventory grant and sewer infrastructure grants were submitted on the April 29th deadline. Applications consisted of \$300,000 for an asset inventory of the water and sewer system, along with a separate application for 2.8 million in wastewater upgrades. Applications will be reviewed during the second week of July.
- E. Duke Solar Ribbon Cutting: There is a ribbon cutting planned at the Haynes Road solar farm on Thursday, June 9th at 10 am. Board members are urged to attend.
- F. Library Air Conditioning Repair: Additional quotes have been requested from Performance Heating and Cooling, Renfrow Heating and Air, and Davis Heating and Air. Compared to the previous bid from B & J, Performance provided the lowest written quote at \$8,547 for a full replacement.

MOTION: Comm. Cooke made motion that Performance replace the air system at the library for a total of \$8,547; seconded by Comm. Edwards. Motion passed by unanimous vote.

- G. State Utilities Commission: There was a follow-up discussion with the State Utilities Commission regarding the previously filed complaint for the S. Parker Street extension solar farm. Additional information regarding the solar ordinance and vegetative buffering was requested.
- H. Stormwater Improvement: Admin. Russell has been in contact with Matthew Haddock regarding the approved stormwater repair along Anderson St. Work will begin on July 1, the beginning of the new fiscal year. Landowner permission and easements are currently being secured, where they are required.
- I. Sidewalk Project Update: Anderson and Company has been notified of the additional project approval. Due to inclement weather, they are currently finishing

up completing their current projects. It is anticipated that the remaining portions will be completed by the first week of June.

- J. CSX Railroad Ditch Repair: CSX has been contacted regarding the ditch cleaning that is needed along S. Railroad St., within the railroad right of way. Cleaning this portion of ditching, will allow the stormwater to flow more effectively out of Town.

- K. Additions:

Southern Bank Train Depot Loan: Admin. Russell discussed with the Board the need for approval to proceed with the Construction Loan in the amount of \$1,009,000. This loan will be paid off through the USDA loan previously approved.

MOTION: Comm. Childress made motion to approve the Construction Loan through Southern Bank for the Train Depot in the amount of \$1,009,000 to be paid off through the USDA loan previously approved; seconded by Comm. Cooke. Motion passed by unanimous vote.

5. Invoices

Admin. Russell presented the Board with the monthly Town invoices in the agenda packet.

MOTION: Comm. Cooke made motion to pay bills; seconded by Comm. Wheeler. Motion passed by unanimous vote.

6. Comments from Public Floor

There were no concerns from the public.

7. Commissioner Concerns

Comm. Edwards discussed various ideas for public safety concerns for business and shop owners.

8. Closed Session

MOTION: Comm. Cooke made motion to go into closed session; seconded by Comm. Wells. Motion passed by unanimous vote.

9. **Re-opening of Open Session**

MOTION: Comm. Cooke made motion to adjourn the closed session and move back to open session; seconded by Comm. Childress. Motion passed by unanimous vote.

10. **Adjournment**

Mayor Smith adjourned the meeting at approximately 8:41 pm, May 10, 2016, upon motion of Board.

MOTION: Motion was made to adjourn by Comm. Cooke; seconded by Comm. Childress. Motion passed by unanimous vote.

Minutes submitted by Dena H. Owens, Town Clerk