



**ELM CITY BOARD OF COMMISSIONERS
TUESDAY, JULY 12, 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 July 12, 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")
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 June 14, 2016, meeting.

MOTION: Comm. Cooke made motion to approve the June 14, 2016, meeting minutes; seconded by Comm. Edwards. Motion passed by unanimous vote.

4. Public Hearing Vacant Property Ordinance / Resolution for Application for Financing Approval

MOTION: Comm. Childress made motion to move into the public hearing; seconded by Comm. Cooke. Motion passed by unanimous vote.

- A. Admin. Russell presented to the Board a Boarded Up Structure Registration Form and a draft ordinance for the Vacant Property concerns in Town. He mentioned that although the focus was primarily on residential structures, the business district of Town would also be included as well. There are currently nearly 60 houses vacant in Town at different stages of deterioration. The information contained in the Registration Form would be good information to forward to the Toisnot Rural Fire Department as well for safety purposes. Admin. Russell suggested that

having the information on each home would help there to be a better line of communication to move property owners to do something with their properties.

The draft ordinance includes definitions, which will help to tighten up the vacant properties in Town.

There were no public comments.

It was mentioned whether there would be a need for a Code Enforcement Officer. It was stated that one would have to be designated from the Board.

The draft ordinance was tabled to the Board meeting taking place in August.

- B. Admin. Russell presented the resolution to the Board authorizing the filing of an application for approval of a financing agreement authorized by NCGS 160A-20. This resolution would allow the Town to apply for review from the LGC for the temporary financing through Southern Bank for the restoring and refurbishing of the Town's Train Depot, required by USDA.

There were no public comments.

MOTION: Comm. Childress made motion to close the public hearing moving back into the open session; seconded by Comm. Edwards. Motion passed by unanimous vote.

MOTION: Comm. Childress made motion to adopt the resolution authorizing the filing of an application for approval of a financing agreement authorized by NCGS 160A-20; seconded by Comm. Cooke. Motion passed by unanimous vote.

5. Admin. Russell's Report

- A. Division of State Grants and Loans – The NC Division of State Grants and Loans will review the application for wastewater expansion on July 20, 2016. Based on the established parameters, an application was submitted that was very competitive based on current demographics. An agenda will be issued in advance, showing the winners in advance. The Town should have a top percentage.
- B. Condemned Property Demolition – Wilson Community College has expressed interest in using the condemned properties in Town for training through their fire academy. Doing so would allow some of the vacant properties in Town to be removed at little to no cost. There are currently four properties in Town suitable. There will be minimal cost, and the owner would be required to clean remaining debris.

- C. Waste Industries Contract Extension – Waste Industries has requested a one-year contract extension.

MOTION: Comm. Cooke made motion to extend the Waste Industries contract for an additional year; seconded by Comm. Childress. Motion passed by unanimous vote.

- D. LGC Application Review – The LGC review of the application for financing approval will take place on Tuesday, August 2nd. The initial application was submitted in June and will roll-over to the current cycle. Also submitted will be supplemental information for committee review.
- E. Pre-Audit Internal Controls – The Fiscal Control Division of the State Treasurer's Office recommended that a pre-audit system be implemented, which will provide an additional layer of security for day to day operations. They were pleased with the overall systems that are currently in place.
- F. NCDENR Temporary Spray Request – Jerry Rimmer, with NCDENR, has requested that a meeting take place to discuss a possible SOC agreement and temporary spray capacity for the newly purchased land. The cost to rent items needed to spray on the newly purchased land would be nearly \$9,000 monthly. The Board is not interested in engaging in a SOC agreement at the current time.

6. **Invoices**

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

Additions: City of Wilson – Water - \$2,239.19; Envirolink – Well Work - \$251.44

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

7. **Comments from Public Floor**

Ms. Thelma Young questioned as to whether a "No Thru Truck" sign had been purchased to be placed at the corner of E. Church St. and Tyson Lane. Admin. Russell mentioned that one would be placed.

8. Commissioner Concerns

Comm. Cooke questioned if Golden Leaf could be contacted to apply for funds for the Depot, making changes to previous applications, since there will be job creation at the Depot.

Comm. Wells mentioned that she had heard reports of snakes being found in various yards in Town. She felt a warning issued in the "Talk of the Town" would be advantageous.

9. Closed Session

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

10. 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.

MOTION: Comm. Cooke made motion that the work on the Depot roof be continued to completion; seconded by Comm. Wells. Motion passed by unanimous vote.

11. Adjournment

Mayor Smith adjourned the meeting at approximately 10:00 pm, July 12, 2016, upon motion of Board.

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

Minutes submitted by Dena H. Owens, Town Clerk