



**TOWN OF ELM CITY  
REGULAR TOWN COUNCIL MEETING MINUTES  
November 15, 2022, at 6:30 PM  
Town Hall Office 117 S. Railroad St.**

**In attendance:**

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

**Also in Attendance:**

Town Clerk Atina Newsome (hereinafter, Clerk Newsome)  
Utility Clerk Tiondra Fields (hereinafter, Clerk Fields)  
Public Works Administrator Theresa Whitley (hereinafter, PWA Whitley)  
Zoning Officer Shawn Lucas (hereinafter, Zoning Officer Lucas)  
Attorney, Slade Rand (hereinafter, Attorney Rand)

**Absent**

Commissioner Tim Bridgers (hereinafter, Commissioner Bridgers)

**Call To Order:** Commissioner Atkinson called the regular council meeting to order on November 15, 2022 at 6:30pm. Commissioner Atkinson 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:** Commissioner Atkinson led everyone in a word of prayer.

**Pledge Of Allegiance:** Commissioner Atkinson led everyone in the Pledge of Allegiance.

**Approval of Agenda:** Commissioner Atkinson asked for a motion to approve the agenda for November 15, 2022 council meeting. Commissioner Wheeler made the motion to approve the November 15, 2022 agenda and Commissioner Mercer seconded the motion. Motion passed unanimously.

**Approval of Minutes:** Commissioner Atkinson asked for a motion to approve October 11, 2022 regular council meeting minutes. Commissioner Wheeler made the motion to approve the October 11, 2022 minutes and Commissioner Mercer seconded the motion. Motioned passed unanimously.

**Public Hearings/Comments:** Commissioner Atkinson read the instructions of the Public Hearings/Comments, and opened the floor for public comments.

The board heard say from the following residents:

1. Mr. John Cannon from Water Works Supply Company, introduced himself and his business, his contact is 919-805-9551 email [john.cannon@water-workssupply.com](mailto:john.cannon@water-workssupply.com) [www.water-workssupply.com](http://www.water-workssupply.com) Advertising Smart Water Meters, Smart Water Meters are devices that measure and communicate water usage from consumer to provider to facilitate water management and proper billing. These meters are equipped with an electronic computing unit, or ECU, that facilitates communication between the meter and the supplier.

**Consent Agenda: NONE**

**Presentations/Discussions:**

1. Mike Tolson, Mack Gay & Associates, P.A. Project Update Report:
  - a. P210232-Elm City VU-AIA- Sewer-AIA-VUR-W-0015
  - b. P210233-Elm City Organizational Structure Study-MRF-M-VUR-0002
  - c. P210235- Elm City VU MRF Sewer Regionalization Study-MRF-W-VUR-003
  - d. P200053-Elm City Filters & Generators-VUR-D-ARP-2009/ WIF-2015
  - e. P220208-Elm City-Multiple Lift Station Rehab-VUR-W-ARP-0079
  - f. P220209-Elm City DW-Valve and Main Replacement-VUR-D-ARP-0048

Commissioner Wheeler made a motion to approve the contract subject to Attorney Rands review and approval. Commissioner Greene seconded the motion, motion passed unanimously.

Commissioner Greene made a motion to authorize Mayor Pro Tem Atkinson to sign contracts in the absence of Mayor Moore. Commissioner Wheeler seconded the motion, motion passed unanimously.

2. Shawn Lucas, Zoning Enforcement Officer presented the board with Code Enforcement Cases; four Code Enforcement Violation's was mailed out to residents, Shawn explained the process of notifying the resident, which is by first class mail and certified mail. The clean up and fines for the properties.
3. Trent Parker discussed some land he purchased from the town at 6432 Homestead Rd. and is interested purchasing more land approximately 132 acres, and is willing to join the land with the town, he is looking to expand his cattle operation.
4. Billy O'Boyle, Downtown Developer; Purchased the old bank building at 105 N. Railroad St, with plans to renovate the buildings, looking for a tenant to open a successful business such as a coffee shop/light restaurant, have patio drop lights, live music and apartments or indivual offices incorporated.

**Unfinished Business:**

None

**New Business:**

None

#### **Town Staff Reports:**

- Administration:
  - Clerk Newsome reported the arrival of the security system, and gave the announcements/planning for the current events and community meetings.
  - PWA Whitley gave a full report on the Public Works Department with notes attached.
  - Finance Owens sent financial report for the month
  - Zoning Officer Lucas gave the Planning Department Zoning Code Enforcement Report

#### **Mayor & Commissioner's Reports:**

- Commissioner Wheeler reported that the Revenue Expenditure Report was inaccurate at this time and the budget amendments can't be completed, and it is being worked on by Finance Owens. The inaccuracy is from the months of June and July in the Finance Dept. The plan is to have this accurate within sixty days.
- Mayor Moore reported NC League will hold a conference in Kansas City Missouri on Nov 16-19 and she will be attendance, Mayor Moore met with the Elm City Middle School's Principal who wants to build a relationship with town. Mayor Moore also met at Marsha Wells Church to discuss the upcoming event on Dec 4 the annual Cookies, Cocoa, and Crafts with Santa held at the Train Depot at 4pm, Mayor Moore mentioned Cedar Grove Cemetery having excessive leaves and pines everywhere and concerned to know if the plot owners are responsible for cleaning their families' plots.

**Closed Session:** Commissioner Atkinson asked for a motion to go into closed session. Commissioner Greene made a motion to go into closed session, and Commissioner Wheeler seconded the motion. Motion passed unanimously.

#### **Adjournment:**