



ELM CITY BOARD OF COMMISSIONERS
TUESDAY, DECEMBER 14, 2021
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 December 14, 2021.

2. **Roll Call**

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

Commissioner, Dale Childress (hereinafter "Comm. Childress")
Commissioner, Cornell Mercer (hereinafter "Comm. Mercer")
Commissioner, Tawanda Moore (hereinafter "Comm. Moore")
Commissioner, Gil Wheeler (hereinafter "Comm. Wheeler")
Town Clerk, Dena Owens (hereinafter "Clerk Owens")
Finance Officer, Shameshia Fennell (hereinafter "Officer Fennell")

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

Mayor Smith gave the Board opportunity to review the proposed minutes from the November 9, 2021 meetings

MOTION: Comm. Childress made motion to approve the November 9, 2021 meeting minutes; seconded by Comm. Moore. Motion passed by unanimous vote.

4. **Shameshia Fennell, Finance Officer**

Officer Fennell requested the Board update the bank signatures for Southern Bank approving by position: Finance Officer, Town Administrator, Mayor, Deputy Finance Officer.

MOTION: Comm. Childress made motion to approve and update the bank signature for Southern Bank approving by positions; seconded by Comm. Moore. Motion passed by unanimous vote.

5. **Invoices**

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

Additions to the invoices are:

BB&T	\$1,542.04
Copy Pro	\$ 262.34
USPS (Box Fee & BMEU Fee)	\$ 407.00
Trophy Connection (Name Plates & Plaques)	\$ <u>273.55</u>
Total	\$2,484.93

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

6. **Adjournment with Old Board**

Mayor Smith adjourned the meeting at approximately 7:48 pm, November 9, 2021, upon motion of Board.

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

7. **Presentation of Plaques for Non-returning Board Members**

In the absence of Admin. Edwards, Clerk Owens presented plaques to Mayor Smith and Commissioners Childress and Cooke for their years of service.

8. **Presentation of the National Anthem**

Percy Robertson, a student at Elm City Middle School, offered a stirring rendition of the National Anthem.

9. **Gene Wells, Pastor of Elm City Missionary Baptist Church**

Pastor Wells offered a prayer over the ones being sworn in and for their positions.

10. **Swearing in of Mayor, Commissioners and Finance Officer**

The Honorable William Farris was in attendance for swearing in of the Mayor and Commissioners for the two-year term.

Mayor: Tawanda Moore

Commissioners: Tammy Atkinson, Tim Bridgers, David Greene, Cornell Mercer, Gil Wheeler

Finance Officer: Shameshia Fennell

11. **Call to Order of New Board and Meeting**

Mayor, Tawanda Moore, (hereinafter "Mayor Moore") called to order the regular meeting of the Elm City Board of Commissioners (hereinafter "Board") at 7:48 pm, on December 14, 2021.

12. **Roll Call**

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

Commissioner, Tammie Atkinson (hereinafter "Comm. Atkinson")
Commissioner, Tim Bridgers (hereinafter "Comm. Bridgers")
Commissioner, David Greene (hereinafter "Comm. Greene")
Commissioner, Cornell Mercer (hereinafter "Comm. Mercer")
Commissioner, Gil Wheeler (hereinafter "Comm. Wheeler")
Town Clerk, Dena Owens (hereinafter "Clerk Owens")
Finance Officer, Shameshia Fennell (hereinafter "Officer Fennell")

13. **Comments from the Public Floor**

Torre Jessup, of GK Butterfield's Office was in attendance to present a congratulatory letter to Mayor Moore.

Joshua Robinson was present for the Elm City Forward Coalition. He congratulated the new Board on their positions, and mentioned that even though he was taking a bit of a step back, but would hold the current Board to the same expectations of the previous Board.

NC House Rep. Linda Cooper Suggs was present. She congratulated the Board and gave information regarding the State budget, affordable housing, and the HOPE program.

Mick Rankin, running for the NC House, was present and mentioned that he was proud of the path the Town is moving.

Carlton Stevens, Mayor of Wilson, NC, was present to congratulate the Board.

Mayor Moore encouraged the Board to make sure everyone matters, to let God lead them, and to make Elm City what it was designed to be.

Sheriff Cleveland Atkinson, Jr. of Edgecombe County, as present at the meeting. He encouraged the Board to put the people first.

14. Mayor Pro tem Appointment and Commissioner Assignments

Mayor Moore mentioned that as is customary, the commissioner receiving the highest number of votes at the last election was given the position as Mayor Pro tem. Therefore, the Mayor Pro tem for the upcoming term is Comm. Atkinson.

Mayor Moore gave Commissioner Assignments as follows:

Tammie Atkinson - Community Development, Cemetery, Leaf and Limb

Tim Bridgers – Water & Sewer, County EMS, Fire Station, Park Maintenance

David Greene – Zoning & Inspections, Annexations, Economic Development, Electrical Service

Cornell Mercer – Sanitation / Recycling, Storm Drainage, Law Enforcement

Gil Wheeler – Community Block Development Grants, Maintenance of Property, Park Maintenance, Historical and Tourism Committee

Mayor Moore instructed the Board not to fight crime. If questions or concerns arise, please consult with Town Administrator, John Edwards. She encouraged them to hear and listen, but to follow the chain of command.

15. Closed Session

Town Attorney, Slade Rand, requested that the Board go into closed session under NCGS §143-318.11, for advice from the attorney.

MOTION: Comm. Greene made motion to move into closed session under NCGS §143-318.11; seconded by Comm. Bridgers. Motion passed by unanimous vote.

16. Re-opening of Open Session

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

17. Adjournment

Mayor Moore adjourned the meeting at approximately 9:05 pm, December 14, 2021, upon motion of Board.