



ELM CITY BOARD OF COMMISSIONERS
TUESDAY, JULY 10, 2018
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 10, 2018.

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 June 12, 2018, meeting.

MOTION: Comm. Cooke made motion to approve the June 12, 2018 meeting minutes; seconded by Comm. Wheeler. Motion passed by unanimous vote.

4. **Public Hearing CDBG-I Project Scope Amendment**

MOTION: Comm. Childress made motion to move into the public hearing for the CDBG-I Project Scope Amendment; seconded by Comm. Wheeler. Motion passed by unanimous vote.

The previous project scope for the CDBG-I Waterline Replacement is anticipated to exceed the original construction budget and should be increased by \$66,000 for labor and materials due to 17 additional services set and for paving in the Barnes Street area. These funds will be grant monies attained, and not an additional expense to the Town.

There were no questions or concerns posed by the public nor commissioners.

MOTION: Commissioner Cooke made motion to move out of public hearing; seconded by Comm. Childress. Motion passed by unanimous vote.

Admin. Russell read minutes for the CDBG-I Project Scope Amendment public hearing, needing approval.

MOTION: Comm. Childress made motion to approve the CDBG-I Project Scope Amendment public hearing minutes; seconded by Comm. Edwards. Motion passed by unanimous vote.

5. Administrator's Report

- A. USDA Train Depot Transition: The one-year anniversary has passed on the substantial completion of the train depot, which officially concludes the USDA train depot rehab project. Any repairs, changes, or additions will no longer require approval from USDA or the NC Historic Preservation office.
- B. CDBG-I Project Update: The CDBG project is anticipated to exceed the original construction budget. The funding is available to cover the cost overrun but requires an additional public hearing to obtain them. This will allow the remainder of the project to be completed through grant funding. CDBG will perform an audit of the project in August to ensure that all Federal policy and procedures have been adhered to through the process.
- C. Wasterwater Expansion Project: DEQ has requested additional testing for the soils report and hydrogeologic report. There are some discrepancies within the three soil zones (Norfolk Low, Goldsboro, and Norfolk High) and additional field verification is needed to finalize the soil mapping units. These determinations need to be confirmed before a hydraulic loading rate can be given. The soil testing process should begin on June 28th.

The Town received a recent NOV notice regarding the continued operation outside the permitted limits.

- D. Water Filtration Project Update: The Department of Water Quality is performing additional analysis for the construction and operational feasibility of the water filtration system. McGill Engineering is waiting for final feedback in order to proceed.
- E. Additions:

A savings of \$500 was found in bidding out the Town's insurance coverages. There are currently three companies that handle liability coverage for municipalities. The bidding process will be done again for the next year's policy.

6. Invoices

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

Additions:

- Municipal Insurance Trust – Group Insurance - \$1,743.00
- Envirolink – water service repairs - \$211.72
- Duke Energy – US Hwy 301 & Spivey Park - \$735.75
- Utility Deposit Refunds - \$294.99
- GooRoo Computers – Information Technology - \$845.08

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

7. Comments from Public Floor

Mr. and Mrs. Brooks Barkley of 505 West Nash Street and Connie Jova, of 507 W Nash Street were present at the meeting to appeal to the Board regarding the lack of leaves and limbs pickup that takes place at their properties. It seems as if each time a date for pickup comes and goes, their yard debris are still located on the side of the road and are seldomly picked up. They notice the trucks going by their homes, possibly full of debris, but no one ever returns to remove theirs. J. P. McCann, of Envirolink, attended the meeting and assured both parties that he would have their debris picked up.

Mrs. Jova mentioned concerns with the ditch across from her property that is over-grown and not flowing. Because West Nash Street is a state-owned road, Admin. Russell suggested that he will contact Bobby Liverman from the Department of Transportation, as well as Greg Tullus, the Town's representative for the district. Mrs. Jova also mentioned her concern with the road where work had been done on the sewer system for the Town. Any time a large truck travels and hits where the road was cut for the repairs, she fears the foundation of her home is being compromised by the shaking of the property. Admin. Russell will mention this concern as well when speaking with DOT.

Shirley Barron, of 101 David Lane, mentioned her concern that the recycling had not been picked up earlier that day. It was explained that the driver had gotten sick and was unable to finish the route; however, Waste Industries informed the office that the remainder of the town's recycling would be collected the next day.

8. Commissioner Concerns

Comm. Edwards questioned regarding the tire storage concern not being resolved at the corner of West Main and South Parker. Admin. Russell mentioned that more tires were to be removed the next day.

Comm. Edwards mentioned that he had received several complaints about the brown water taking place in Town the last while. It was mentioned that the City of Wilson was working on lines on Hwy 301, causing problems and concerns with the Town's water. The problem with the water will not dissipate until the work is completed.

Comm. Edwards was concerned about how motor oils and transmission fluids were disposed of by shops in the Town. It was mentioned that there had been some inclusion in the Town's storm drain of said items. Admin. Russell instructed that if such was seen taking place, that the Wilson County Sheriff's Department be called.

Comm. Wells questioned the Board on what could be done to promote business in the Town. Her concerns over the vacant buildings and others being used as storage is not good for the business district of the Town.

Much discussion was rendered regarding the Town's ordinances of store front storage by owners. It was mentioned that the current ordinances are vague in such regard, and would need to be redefined. It was suggested that the Town reach out to neighboring towns regarding their ordinances. The changing of the ordinances is the only tool that municipalities have.

Mayor Smith suggested that a meeting be called of the Board and building owners as a brain storming and help session to make the Town's business district just that.

Comm. Wheeler suggested that the downtown portion of the Town be redefined to be a "commerce only" district. He passed out information from "The Enterprise" a paper for the Spring Hope, Bailey and Middlesex area, stating that the Town of Bailey had placed a moratorium disallowing further store front churches in the downtown district. He feels that the Town should raise the standards in Town.

Admin. Russell mentioned that a list of owners of properties in town would be assembled by Friday, July 13th, for letters to be mailed requesting that owners attend a meeting with the Board.

MOTION: Comm. Wheeler made a motion that the Town place a moratorium against any further storefront churches being placed in the downtown commercial district for the span of 12 months; seconded by Comm. Childress. Motion passed as follows: Comm. Childress; Comm. Edwards, Comm. Wells, and Comm. Wheeler, Yay; Comm. Cooke, Nay.

Comm. Edwards suggested the Enviorlink check be held by the Town due to concerns of bulk good and yard debris pickups not taking place during the month.

Motion was made by Comm. Edwards, seconded by Comm. Wells that the check be held until work was done. It was mentioned that there are six days in the month that pickups were to be done. If six days was multiplied by \$1,200 the cost would be \$8,500, a reasonable estimate for that portion of the contract with Envirolink. If the monthly contract cost was divided by three portions, water, sewer and public works the amount would be a little over \$10,000. Motion was amended:

MOTION: Comm. Edwards made motion that the Town withhold \$10,000 from the July Envirolink contract check until work was done; seconded by Comm. Wells. Motion passed by unanimous vote.

9. Adjournment

Mayor Smith adjourned the meeting at approximately 9:22 pm, July 10, 2018, upon motion of Board.

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

Minutes submitted by Dena H. Owens, Town Clerk