

TOWN OF ELIZABETHTOWN

Regular Meeting - Virtual

October 5, 2020

The Elizabethtown Town Council met for its regular meeting on Monday, October 5, 2020 at 7:00 p.m. via Zoom. Those present were Mayor Sylvia Campbell, Mayor Pro Tem Rufus Lloyd (joined at the Municipal Building), Council Members Herman Lewis, Howell Clark Jr., Paula Greene, Ricky Leinwand (Municipal Building), Rich Glenn, Town Manager Eddie Madden and Town Attorney Goldston Womble. Department Heads joining the zoom meeting included Fire Chief Nick West, Police Chief Tony Parrish, Planner I Woody Horton, Public Services Director Hugh Bledsoe, Town Clerk Juanita Hester, Cameron West, Code Enforcement, Director of Communications & Marketing Terri Dennison and Finance Director Sharon Penny. Representatives from the Press joining via zoom included Emily Williams and Joy Warren.

Mayor Sylvia Campbell opened the meeting and welcomed everyone, then called upon Mayor Pro Tem Rufus Lloyd to give the invocation. Mayor Campbell then made a roll call. A motion was made by Council Member Howell Clark Jr., seconded by Council Member Rich Glenn, to approve the Agenda as presented (Unanimous).

Item #2.1: Approval of Previous Minutes

Council Member Herman Lewis, seconded by Council Member Howell Clark Jr., made a motion to approve September 14, 2020 Rescheduled Meeting Minutes -Virtual (Unanimous).

Item #3.1: Public Hearing – Rezoning Request – Case Number RZ0914200072 – HD3 Investments LLC/Hilton Companies

Mayor Sylvia Campbell opened the Public Hearing and noted that the Planning Board made a favorable recommendation. Town Council will not be able to take action at this meeting due to this being a virtual meeting. Mayor Campbell called upon Woody Horton, Planner I, to present. Mr. Horton noted that HD3 is requesting a rezone of one parcel on Rollins Street, PIN #1321.05.09.0072, from C-1 General Commercial to R-10 Residential. One written public comment has been received from Shelia Bryan (copy attached and incorporated herein by referenced). Mayor Campbell closed the Public Hearing.

Item #4.1: Monthly Project Updates

Town Manager Eddie Madden noted that the brick work for the new sign at the Fire Department is completed. Smith Brothers started work at Greene's Lake and Conservation Park two weeks ago. The first phase of the project will include trail work which will go across the dam. Down by the water, there is a grilling area where there should be a few picnic tables. There will be an upgrade to the Greene's Park Restroom building. The project is funded by a PARTF grant and the funds need to be spent by 2021.

Item #5.1: Resolution #R-2020-13 – Surplus Property Disposition of Miscellaneous Items via Public Auction

Council Member Howell Clark Jr., seconded by Council Member Ricky Leinwand, moved to approve Resolution #R-2020-13 to declare surplus property scheduled for Public Auction on November 7, 2020 at 10:00 a.m. at Aircraft Hangar. (Unanimous). Copy attached and incorporated herein by reference.

Item #5.2: Resolution #R-2020-17 – Disposition of Surplus Personal Property -2003 Envoy and Two Office Chairs

Council Member Howell Clark Jr., seconded by Council Member Rich Glenn, moved to approve Resolution #R-2020-17 to declare surplus personal property. This Resolution authorizes Police Chief Tony Parrish to negotiate the private party sale for the 2003 Envoy and authorizes the Town Manager to dispose of the two office chairs for a negotiated price (Unanimous). Copy attached and incorporated herein by reference.

Item #5.3: Resolution #R-2020-23- Authorizing the Disposition of Certain Personal Property

Council Member Howell Clark Jr., seconded by Mayor Pro Tem Rufus Lloyd, moved to approve Resolution #R-2020-23 declaring the 2018 Dodge Charger that was involved in a collision as surplus property (Unanimous). The vehicle was fully insured and the insurance company has offered to purchase for its current value. Copy attached and incorporated herein by reference.

Item #5.4: Ordinance Approval – Rezoning Request – Case Number: RZ0914200072 – HD3 Investments LLC/Hilton Companies

This agenda item will be considered at the next scheduled Town Council meeting.

Item #5.5: Resolution #R-2020-24 – Authorizing Disposition of Miscellaneous Personal Property

Council Member Howell Clark Jr., seconded by Council Member Ricky Leinwand, moved to approve Resolution #R-2020-24 for miscellaneous items for the Elizabethtown Fire Department that are no longer of value. Town Manager Eddie Madden is authorized to discard of the personal property and any remaining items not sold at the Public Auction. (Unanimous). Copy attached and incorporated herein by reference.

Item #6.1: Budget Amendment #2021-01

Finance Director Sharon Penny outlined the Revenue and Expenditure items for the Budget Amendment in the amount of \$179,800.00. For the Capital Project Ordinance for the NC Resiliency Grant, the budget needs to be adjusted to actual anticipated expenditures and increase amount budgeted for consulting services related to downtown stormwater. The Asset Management Water/Sewer Mapping Capital Project Ordinance needs to be amended to remove grant fee as additional local match because such is included in the required \$15,000 match. The infrastructure mapping will need to be budgeted as well. There was a question from Council Member Howell Clark Jr. as it related to the proceeds of the \$160,000 loan for purchase of Fire Department equipment. With no further questions, Council Member Howell Clark Jr., seconded by Council Member Paula Greene, moved to approve Budget Amendment #2021-01 (Unanimous). Copy attached and incorporated herein by reference.

Item #6.2: Change Order #1 Greene's Lake and Conservation Park

A Change Order has been received for additional work for the Greene's Park Restroom building. The additional work increases the budget for bathrooms by \$9,716.20 for a total cost of \$39,398.20 funded by PARTF budget. The Change Order is to add a concrete area with a covered porch for picnic tables and garbage receptacles, along with epoxy flooring for the bathrooms. Council Member Rich Glenn, seconded by Council Member Paula Greene, moved to approve Change Order #1 (Unanimous). Copy attached and incorporated herein by reference.

Item #6.3: Approve Low Bid for Installation of Automatic Doors at Town Hall and the Elizabethtown Airport Terminal Building

Town Manager noted that the funds are from a grant from the North Carolina Coronavirus Relief Fund through Bladen County. Two contractors submitted bids and the lowest bid was from East Carolina Door Controls in the amount of \$10,154.30 for installation of automatic doors at Town Hall and Airport Terminal Building. The funds must be spent by the end of the year. Council Member Howell Clark Jr., seconded by Mayor Pro Tem Rufus Lloyd, moved to approve the lowest bid to East Carolina Door Controls (Unanimous). Copy attached and incorporated herein by reference.

Item #6.4: Monthly Financial Report

Finance Director Sharon Penny stated that the Powell Bill is not on the monthly financial report and is down by \$11,000.00, utility franchise taxes were \$72,000.00 last year and \$66,000.00 this year. Sales taxes are \$67,000.00 higher than last years of \$64,000.00. Council Member Herman Lewis, seconded by Council Member Ricky Leinwand, moved to approve the Monthly Financial Report (Unanimous). Copy attached and incorporated herein by reference.

Item #7.1 "Briefly"

Town Manager Eddie Madden briefed on the following:

Planning Board met at 6:00 pm.

Grape Escape Bicycle Ride for 2020 has been cancelled.

There will be no Christmas parade, but a three-day event will take place. In the planning will be a tour of churches, tree decoration, scavenger hunt with the stores.

For Halloween, recommendations to follow CDC guidelines and no door-to-door trick or treat.

Mrs. Ann Garrett called about guidelines for Veteran's Day. It is recommended that the event be outdoors with no luncheon.

From the annual Budget Adoption in June the COLA funds were frozen, now asking Council to reinstate the COLA for Town Employees.

Lt. Governor at Cape Fear Winery October 6, 2020.

Closed Session – Real Estate.

Chamber of Commerce received a Market Credit Grant for \$10,000.00 and \$15,000.00 Visitor NC Promotion Grant.

With COVID cases being higher, it is recommended that Town Hall remain closed with continued service available at the drive-thru window.

Item 8.1: Open Forum: Three (3) Minutes Per Citizen...Should State Name/Address

Written comments may be submitted to Town Clerk Juanita Hester by email:

jhester@elizabethtownnc.org or placed in the Town's Drive Thru Drop Box due to this being a virtual meeting. No written comments were received.

Item #9.1: CLOSED SESSION

Council Member Howell Clark Jr., seconded Mayor Pro Tem Rufus Lloyd, moved to enter into Closed Session in accordance with NCGS 143-318.11(a)(3) - Attorney Client Privilege and NCGS 143.318.11(a)(5) – Real Estate.

RETURN FROM CLOSED SESSION TO OPEN SESSION:

Council Member Rich Glenn, seconded by Council Member Ricky Leinwand, moved to return to Open Session (Unanimous).

In Open Session, a motion was made by Council Member Ricky Leinwand, seconded by Council Member Herman Lewis, to recuse Council Member Ricky Leinwand (Unanimous).

Regarding Real Estate, Council Member Rich Glenn, seconded by Council Member Paula Greene, made a motion to accept the donation of the CA Nails property located at 112 W. Broad Street. The vote was 4-1, with Council Member Howell Clark, Jr. against.

In addition, a second property donation was accepted. Council Member Paula Greene, seconded by Council Member Rufus Lloyd, moved to accept a property donation from Mr. Alex Munroe, owner of Cape Fear Vineyard & Winery (Unanimous).

With no further business to conduct, Council Member Howell Clark Jr., seconded by Council Member Rich Glenn, moved to adjourn (Unanimous).

Sylvia Campbell, Mayor