



**ELIZABETHTOWN
COUNCIL
REGULAR MEETING**
7:00 PM, Monday, June 3, 2024

1. OPENING AND CALL TO ORDER

2. APPROVE CONSENT AGENDA ITEMS

2.1 Approve Consent Agenda Items

Council is requested to approve the Consent Agenda items presented.

[Consent Agenda - Revised Documentation Items - 6.3.24.pdf](#)

3. SPECIAL RECOGNITION

3.1 Special Recognition - Retiring Police Chief Tony Parrish

Mayor Sylvia Campbell will present framed Resolution to Honor Police Chief Tony Parrish on his retirement. After more than 35 years as a Law Enforcement Officer, Chief Parrish will be retiring the end of June. He has served as the Police Chief for the Town since April 2016.

Town Manager Dane Rideout will present the Chief with his service side arm and Law Enforcement Badge.

Copy of Resolution Honoring Chief Parrish provided.

[Resolution - To Honor Retiring Police Chief Tony Parrish - 6.3.24.docx](#)

4. PUBLIC HEARINGS

4.1 PUBLIC HEARING: Proposed FY 2024-2025 General Fund and Utilities Fund Budgets

Council is requested to follow the Public Hearing procedure below:

HEARING PROCEDURE:

a) Open the hearing and call upon Town Manager Dane Rideout to present the information; and

b) Solicit relevant public comments and information; and

c) Close the hearing after receiving or not any public comments.

(To Be Considered in Agenda Item #6.1)

[Peak Agenda - Public Hearing Notice - FY 24-25 Proposed Budget - 6.3.24.pdf](#)

- 4.2 PUBLIC HEARING: **Quasi-Judicial** - Special Use Permit Request - Case Number SUP 24-001 - Petitioner Elizabethtown Christian Academy - To Operate a Private School from Existing Church

Town Attorney Goldston Womble will be swearing in the witnesses for the Quasi-Judicial Hearing for the Special Use Permit Request.

The Petitioner has the burden of producing competent, substantial evidence tending to establish the facts and conditions for the Special Use Permit Request.

Council is requested to follow the Public Hearing procedure below:

HEARING PROCEDURE:

- a) **Open the hearing and call upon Planning Director Rusty Worley to present the information; and**
- b) **Solicit the relevant public comments and information; and**
- c) **Close the hearing after receiving or not any public comments.**

(To Be Considered in Agenda Item #6.2)

[Peak Agenda - Public Hearing Notice - Special Use Permit Request - Etown Christian Academy - 6.3.24.pdf](#)

[Peak Agenda - Special Use Permit Application - Etown Christian Academy - R - 6.3.24.pdf](#)

[Peak Agenda - Certification to Property Owners - Special Use - Etown Christian Academy - 6.3.24.pdf](#)

5. PRESENTATIONS

- 5.1 Proclamation Presentation - Mrs. Paula Brinkley - To Recognize June 4th as "Tourette Syndrome Awareness Day"

Mayor Sylvia Campbell will present a Proclamation to Mrs. Paula Brinkley in recognition of June 4th as "Tourette Syndrome Awareness Day".

[Proclamation - Tourette Syndrome Awareness Day on June 4, 2024 - June TC Meeting.pdf](#)

- 5.2 Town Manager Update

Council is requested to hear the update.

6. ORDINANCES/RESOLUTIONS/PROCLAMATIONS

- 6.1 Budget Ordinance - FY 2024-2025 General Fund and Utilities Fund Budgets

Council is requested to approve the FY 2024 - 2025 Budget Ordinance as presented to Council at the May 6, 2024 meeting with the following change - increased solid waste fees by 13.8% instead of 3% to account for the increase by Bladen County commissioners to landfill fees. The cost is going from \$50/ton to \$105/ton. This is an increase of 91%.

[FY 2024 - 2025 Budget Ordinance.pdf](#)

6.2 Approval of Special Use Permit Application - Case Number SUP #24-001 - Elizabethtown Christian Academy - To Operate a Private School in Existing Church
Council is requested to consider one (1) of the following actions regarding the presented Special Use Permit Application:

1. Approve as presented; or
2. Impose additional conditions as part of the permit approval process; or
3. Deny the permit and state the reason(s) for denial.

6.3 Resolution of Support - NCDOT Pedestrian Improvements Project at the Intersections of US 701 (Poplar St.) with Mercer Mill, Swanzy Street and King Street
Council is reequested to approve the Resolution of Support.

[Peak Agenda - Resolution of Support - Pedestrian Improvements at US 701-Mercer Mill - Swanzy St. - King St. - 6.3.24.pdf](#)

[NCDOT Diagrams - Pedestrian Improvements Project - 6.3.24.pdf](#)

6.4 Resolution #2024-09 - Personal Property Disposal by Private Sale

Council is requested to declare personal property as surplus for disposal via Private Sale.

[Peak Agenda Attachment - Resolution and Surplus Form - Surplus Property - Computer in Police Department - Private Sale - 6.3.24.pdf](#)

6.5 Grant Project Ordinance Amendment - 2020 CDBG-NR Program #62-03

Council is requested to approve the Grant Project Ordinance Amendment #62-03.

[Peak Agenda - Grant Project Ordinance Amendment - 2020 CDBG-NR Program #62-03 - 6.3.24.pdf](#)

6.6 Grant Project Budget Amendment #63-03 - Infrastructure for LWP Commercial Project

Council is requested to approve the Grant Project Budget Amendment #63-03 for the Infrastructure for LWP Commercial Project.

[Peak Agenda - Grant Project Budget Amendment #63-03 - Infrastructure for LWP Commercial Project - 6.3.24.pdf](#)

6.7 Grant Project Ordinance - Live Work Play Housing Project - #64-00

Council is requested to approve the Grant Project Ordinance for the Live Work Play Housing Project - #64-00.

[Peak Agenda - Grant Project Ordinance Live Work Play Housing Project - #64-00 - 6.3.24.pdf](#)

6.8 Code of Ordinances Amendment - Chapter 54 - Reimbursement Agreements

Council is requested to adopt Ordinance No. 2024-02 amending the Code to include Reimbursement Agreements.

[Peak Agenda - Code Amendment - Reimbursement Agreements - 6.3.24.pdf](#)

7. ADMINISTRATIVE MATTERS

7.1 Bid Award - Quotes Received for Commercial Package and Workers' Compensation

Council is requested to award the bid for the Town's commercial insurance coverage to Warren Insurance Group and the workers' comp insurance coverage to the NC League of Municipalities.

- 7.2 Bid Award - RFQ for Design/Build Services for the Community Center Project - CDBG Grant 21-C-4026
Council is requested to make the award.
[Peak Agenda - RFQ Respondent Scoring Sheet - Community Center Project - CDBG Grant 21-C-4026 - 6.3.24.pdf](#)

8. OTHER BUSINESS

- 8.1 "Briefly" (*Reminders and announcements are made at this time*)
Town Manager Dane Rideout may be called upon to present this agenda item.
[Peak Agenda - Briefly and Department Head Updates - 6.3.24.pdf](#)

9. OPEN FORUM

- 9.1 Open Forum
Council is requested to listen to any public concerns or comments received.

Copy of Open Forum Sign-In Sheet provided.

[Sign-In Sheet - Open Forum - June 3, 2024 Regular Meeting.docx](#)

10. CLOSED SESSION

- 10.1 Closed Session - **To Be Conducted at the Noon Meeting**
Mayor Sylvia Campbell will entertain a motion and a second to enter into Closed Session in accordance with NCGS 143-318.11(a)(4) and NCGS 143-318.11(a)(5) for the Live Work Play Project.

11. ADJOURNMENT

- 11.1 Adjournment
Mayor Sylvia Campbell will entertain a motion and a second to adjourn.