

February 11, 2019 (REGULAR MEETING)

Minutes of the regular meeting of the Mayor and Board of Commissioners of the Town of Elkin, February 11, 2019, 6:00 p.m. at Town Hall.

Present: Mayor Sam Bishop, Commissioners Cecily McCulloch, Will Gwyn, Tommy Wheeler and Skip Whitman. (Commissioner Jeff Eidson was absent.)

Also present: Town Manager Brent Cornelison, Assistant Town Manager and Recreation and Parks Director Adam McComb, Town Attorney Raymond Parker and Town Clerk Cathie Tilley.

Mayor Bishop welcomed everyone and called the meeting to order. He asked Police Chief Monroe Wagoner to lead our Pledge of Allegiance.

Mayor Bishop stated Commissioner Eidson was unable to attend the meeting, and asked for consideration to excuse him. Commissioner Whitman made a motion to excuse Commissioner Eidson from tonight's meeting. Commissioner McCulloch seconded the motion, and the motion was unanimously approved.

CONSENT AGENDA (Tab A)

The following items were presented for the consent agenda:

- Minutes of January 14, 2019 (Regular Meeting)
- Amendment to the Library Board of Trustees Bylaws to Move the November Meeting from the Third Thursday to the First Thursday (copy of amended Article V. Meetings, Section A. Regular Meetings included as Exhibit A)
- Change Order for the Raw Waterline Project in the Amount of \$17,123.00 (copy included as exhibit B [Prior contract price was \$1,497,928.50; contract price incorporating this change order is \$1,515,051.50])
- Local Water Shortage Response Plan Resolution as Required by the North Carolina Department of Environmental Quality (Resolution may be found in Resolution Book 4, Page 2019-02-0229)
- Authorize Town Manager Cornelison to Contract with NC Department of Parks and Recreation for a Recreation Trails Program Grant (copy included as Exhibit C)
 - o Contract No. RTP2019-6528 for the Crooked Creek Project
 - Amount is one hundred thousand dollars (\$100,000.00) with at 25% match of twenty-five thousand dollars (\$25,000.00) – numbers rounded up
 - EVTA will provide cash match
 - o Town Manager Cornelison informed the Board that the contract has not been received back. Requests permission to approve the contract once it is received and Town Attorney Parker reviews and approves it again.

- Request Advertising Date for Liens on Real Property (after March 1st)
- A motion by Commissioner McCulloch to approve the Consent Agenda was seconded by Commissioner Wheeler and was unanimously approved.

SPECIAL RECOGNITIONS

- Proclamation of National Boy Scout Month (Mayor Bishop):
 - o Asked all Eagle Scouts to come to the front and give the date and their troop number when they earned their Eagle Scout designation.
 - o Invited the Scouts to a Scout breakfast to be held on March 19th at Fairfield Inn.
 - This will be in recognition of our former mayor Tom Gwyn and his efforts and contributions on behalf of our community.
 - o Mayor Bishop read the Proclamation declaring February 2019 as Scout Month and presented it to the Scouts.
- Recognize Promotions and New Employees (Town Manager Cornelison):
 - o We have had several changes in staff recently, including the retirement of our Police Captain Kim Robison. This resulted in the following staff changes in the Police Department:
 - Former Detective Lieutenant Josh Tulbert has been promoted to Captain.
 - Former Detective Sergeant Joey Vanhoy has been promoted to Detective Lieutenant.
 - School Resource Officer Kevin Hall has been promoted to Detective Sergeant.
 - He will continue as SRO until a replacement is hired for that position.
 - Luis Rayo-Medrano (will start with us February 13th as a patrol officer).
 - o Other new employees were also introduced:
 - New Firefighter Ethan Baker (started with us February 4th)
 - New Planner Sarah Harris (will start with us March 4th)

PUBLIC COMMENTS

- Mayor Bishop opened the Public Comments period and asked for anyone wanting to speak to come forward.
 - o Cody Amburn and Beanie Taylor (on behalf of Downtown Elkin):
 - Here to ask the Board to waive the Cruising Ordinance for Downtown Elkin's Cruise-In's.
 - Told the Board about some exciting changes that are being made for this year's events.
 - Will be holding Cars and Coffee the fourth Saturday beginning in April and going through October (with the exception of the month of September).
 - o These events will be held at the Heritage Center from 9:00 a.m. until noon.

- Another change is that some cruise-in's will be held in conjunction with Explore Elkin's Block Parties.
 - Presented suggested dates for their events.
 - Following brief discussion, Town Manager Cornelison said he and Police Chief Wagoner plan to meet with the Downtown group to discuss these events.
 - Once all parameters are defined, he will approve the Special Events Permit.
- There being no other comments, Mayor Bishop closed the Public Comments period.

MAYOR AND BOARD COMMENTS FOR STAFF

- Commissioner Whitman:
 - Some citizens have asked that town announcements be made on Thursday evenings instead of Sunday evenings.
 - Will be more convenient for citizens.
 - Will allow more time to plan for events.
 - Staff will look into this.
 - Had request for the town to try to fix the overflow problems with Big Elkin Creek.
 - Town has spent grant money (approximately ½ million dollars) to improve the flow.
 - Look to WatershedNOW for leadership on this.
 - We are doing everything we can to fix it.
- Mayor Bishop:
 - Yadkin Valley Rotary will be celebrating their 25th anniversary this year.
 - An anniversary dinner will be held on February 23rd at the Liberty at 6:00 p.m.
 - Strangers to Neighbors events.
 - Have had two dinners and the Strangers to Neighbors identification card event at the Presbyterian Church.
 - Expressed appreciation to Police Chief Monroe Wagoner, Fire Chief Kevin Wilson and Commissioner Whitman for their support and for helping promote these events.
 - Read a note expressing gratitude to the Town for holding the Strangers to Neighbors event.
- There were no other comments from the board or staff.

PUBLIC HEARINGS - There were no public hearings.

REGULAR MEETING

1. Receive Our Annual Financial Audit Report (John Holcomb)

2017 Audit Report Presentation – Jill Bang, Martin Starnes & Associates

- Thanked the Board for allowing Martin Starnes & Associates to conduct the Town's audit.
- The Town's audit was an unmodified opinion (financial statements give a true and fair view).

- There was a slight decrease in cash and investments.
- Saw a decrease in revenues and expenditures.
- Fund Balance General Fund decreased about 1.7%.
- There was a slight decrease in ad valorem taxes.
 - o Uncollected property taxes increased slightly.
 - o Ad valorem collection for 2018 is 97.46%.
- Intergovernmental revenue decreased from \$2,185,271 to \$2,030,640.
- Saw increases in Sales and Services and Public Safety with decreases in General Government and Cultural and Recreational.
- Debt service decreased.
- Water Fund showed income of \$262,739.
- Commissioner Whitman:
 - o We are spending money to keep people safe and make their lives better.
 - o Explained to the Scouts that the town does not have money for everything that is needed.

2. *EVTA Update (Bill Blackley)*

- Dr. Blackley presented information on the following:
 - o Joe Hicks
 - o Mountain bike course
 - o Mountain to Sea Trail
 - o RTP grants
 - o Trail Days
 - o Signs
 - o Environmental information plan
 - o Carter Falls bridge
 - o Scouts and school working on multiple projects
 - o Trail maintenance

3. *Flood Damage Update (Adam McComb)*

- Showed several slides of damage at the parks caused from Hurricane Florence.
- Have currently spent approximately seventy thousand dollars (\$70,000) to fix some of the damage.
- FEMA will be providing some assistance to Surry County.
 - o We plan to see if we can get reimbursed for the funds we have spent so far.
- Town Manager Cornelison commented that the pictures we saw tonight showed how the stream restoration work we have done helped by preventing more damage than occurred.

4. *Approve Accepting a Grant from NCDOT-Aviation in the Amount of \$95,982 to Design Another Set of T-hangars and to Bid the Design once Completed (Brent Cornelison)*

- Presented letter and grant agreement for Project No. 36237.54.13.1 from NCDOT Division of Aviation.
- This is for design and bid for T-hangars and taxilane.
- The final eligible project costs are \$106,647 of which the Town will be responsible for a ten percent match of \$10,665.
 - o We have the match in our budget.

- Following discussion, Commissioner McCulloch made a motion to accept the grant from NCDOT-Aviation in the amount of \$95,982 for project number 36237.54.13.1 to design another set of T-hangars and to bid the design once completed. There were no questions. Upon a second by Commissioner Whitman, the motion was unanimously approved.
- Commissioner Whitman:
 - o Explained to the Scouts that once the T-hangars are completed, they will provide income.
 - o They will be paid for within three years.
 - After that, they will continue to bring us income.

MANAGER UPDATES –

- Reminded the Board that our annual retreat will be held March 1st.
 - o Breakfast will be provided at 8:30 a.m.
 - o We will begin around 9:00 and hope to wrap up around 5.
 - o Let him know if there are any changes to the proposed agenda.
 - o Mayor Bishop:
 - Stated we will not have a facilitator this year.
 - We are saving the Town some money.

ADDITIONAL BUSINESS:

- Commissioner Whitman:
 - o Change is something we all experience.
 - o Everyone has seen the 'for sale' sign in front of our house for the past three years.
 - o Our house is currently under contract.
 - o My wife and I have given this a lot of thought, and have decided we will be moving from Elkin if the sale goes through.
 - o Because of the requirements that commissioners live in Elkin, I am resigning from this Board effective tonight.
 - Mayor Bishop stated he would like for Commissioner Whitman to continue serving on the Board until a replacement is appointed to fill this vacancy.
 - I agree to the Mayor's request and will stay on the Board until a replacement is appointed to fill my seat.
 - o This has been a difficult decision.
 - o Elkin was a great town before I came here, and it will continue to be a great after I leave.
 - o Even if the sale falls through, my decision to resign from the Board remains the same.
- Mayor Bishop and the commissioners expressed their sentiments regarding this news and wished Commissioner Whitman well.
- Mayor Bishop:
 - o If anyone is interested in serving on the Board of Commissioners, send a letter to the mayor and board to the attention of the town clerk.

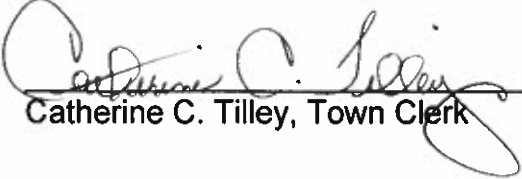
- Instructed the town clerk to advertise this vacancy in the newspaper and on the local radio station.
- Set the date of February 26th for letters to be submitted.
 - Wants to have everything from potential candidates in hand at the retreat for consideration by the Board.
 - Would like to have the swearing-in ceremony at the March 11th meeting.

There being no further business, Commissioner Wheeler made a motion to recess until March 1st for the retreat at the Heritage Center at 8:30 a.m. Upon a second by Commissioner McCulloch, the meeting recessed at 7:00 p.m.



Sam Bishop, Mayor

Attest:



Catherine C. Tilley, Town Clerk