

June 11, 2018 (REGULAR MEETING)

Minutes of the regular meeting of the Mayor and Board of Commissioners of the Town of Elkin, June 11, 2018, 6:00 p.m. at Town Hall.

Present: Mayor Sam Bishop, Commissioners Cicely McCulloch, Jeff Eidson, Tommy Wheeler and Skip Whitman. (Absent: Commissioner Terry Kennedy.)

Also present: Town Manager Brent Cornelison, Town Manager/Finance Director John W. Holcomb, Assistant Town Manager/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 asked for a motion to excuse Commissioner Kennedy from the meeting. Commissioner Whitman made a motion to excuse Commissioner Kennedy from tonight's meeting. Upon a second by Commissioner Wheeler, the motion was unanimously approved.

Mayor Bishop asked for consideration of the Consent Agenda.

CONSENT AGENDA (Tab A)

The following items were presented for the consent agenda:

- Minutes of May 14, 2018 (Regular Meeting)
- Minutes of June 1, 2018 (Recessed Meeting)
- Minutes of June 1, 2018 (Closed Meeting)
- Tax Discoveries and Releases (copy included as Exhibit A)
- Consider Special Event Application from Foothills Arts Council for June 22nd
- Consider Special Event Application for Reevestock on August 3rd and 4th
- Consider Special Event Application for Back-to-School event on August 18th
- Consider Resolution of Support to Apply for NC Commerce Rural Division Building Reuse Grant (may be found in Resolution Book 4, Page 2018-06-0224)

A motion by Commissioner Wheeler to approve the Consent Agenda was seconded by Commissioner McCulloch and was unanimously approved.

PUBLIC COMMENTS

- Mayor Bishop opened the Public Comments period and asked for anyone wanting to speak to come forward.
- There were no public comments.
- Mayor Bishop closed the Public Comments period.

MAYOR AND BOARD COMMENTS FOR STAFF

- Commissioner Whitman:
 - o Thanked everyone for their kind words and thoughts, and said he was glad to be here.

SPECIAL PRESENTATION

- Mayor Bishop asked Town Manager/Finance Director John Holcomb to come to the front.
 - o Read a letter of appreciation to Mr. Holcomb who plans to retire effective June 30, 2018.
 - Expressed appreciation for nineteen years of service to the Town as Finance Director, Interim Town Manager, Assistant Town Manager and Town Manager.
 - Spoke regarding some of the projects he spearheaded.
 - Mentioned the effects his professionalism has had on the Town.
 - Thanked him for his service.
 - Told everyone that Mr. Holcomb was going to remain with the Town in a part-time position following his retirement.

PUBLIC HEARINGS

1. *Conduct public hearing and consider adopting 2018-19 Budget Ordinance – John Holcomb*

- Our budget process began at our annual board retreat.
- We have held two budget workshops.
- General Fund has a loss of \$134,402.
 - o Will take fund balance to cover this loss.
- Do not propose a tax increase.
 - o Ad valorem tax rate will remain at \$0.55 per \$100 in property value.
 - o MSD tax rate will remain at \$0.10 per \$100 of property value.
- Proposed budget includes:
 - o Base Compensation Adjustment increase of 2% across the board for all employees to become effective in July.
 - o A 1% of base wages discretionary merit increase effective January 1, 2019.
 - Will be a bonus check, not a percentage wage increase.
- There is no increase for health insurance premiums.
- There is a provision of \$50,000 for a Master Plan to be developed for the town.
- Have added a new Meter Tampering fee to our Schedule of Fees in the amount of \$500 along with prosecution by the town.
- The proposed budget does not reflect funding for a shell building.
- There are provisions for contributions for the Recreation and Parks Capital Reserve Fund (\$5,000) and for the Water Fund Capital Reserve Account (\$50,000).
 - o There will be no contribution to the Economic Development Capital Reserve Fund due to the operating loss of the General Fund.

- Proposed budget reflects a separate position for Town Manager.
 - o No longer have Town Manager/Finance Director position.
 - o The Finance Director will work part-time not to exceed 999 hours per year.
 - Water Fund is projected to operate at an increase of \$272,735.
 - o Proposed budget includes:
 - Increase in volumetric rate of \$1.00 (from \$6.00 to \$7.00)
 - Increase in minimum bill of \$1.00 (from \$15.50 to \$16.50)
 - These are the highlights of the proposed budget.
 - o There were no questions.
 - Mayor Bishop called a Public Hearing regarding the proposed budget.
 - Mayor Bishop asked for comments.
 - o There were no comments.
 - Mayor Bishop closed this Public Hearing and asked for consideration of the proposed budget.
 - Commissioner Wheeler made a motion to approve the Town of Elkin 2018-2019 Budget Ordinance. There were no questions. Upon a second by Commissioner Eidson, the motion was unanimously approved. (Copy of Ordinance may be found in Ordinance Book 5, Pages 2018-06-0007 through 2018-06-0009.)
2. *Conduct public hearing to consider rezoning of property from R-8 Residential District to R-20 Residential District – George Crater*
- This request is to rezone parcel number 4953-04-51-2968 from R-8 Residential to R-20 Residential.
 - Property is located in our ETJ.
 - Presented the following documents for discussion:
 - o Petition
 - o Property description
 - o Tax map notating parcel
 - o Copy of plat of boundary/municipal rezoning survey
 - o Public Hearing Notice
 - Published May 23rd and May 30th
 - o Copy of letter mailed to adjoining property owners
 - Letters mailed May 23rd
 - Property posted May 24th
 - o Planning Board Recommendations sheet
 - Planning Board unanimously recommended this request with no conditions.
 - Mayor Bishop called a Public Hearing regarding the request to rezone the property located in the town's ETJ from R-8 Residential to R-20 Residential.
 - Mayor Bishop asked for comments.
 - o There were no comments.
 - Mayor Bishop closed this Public Hearing.
 - Mayor Bishop asked for consideration of the Town Council Action Required sheet. Commissioner McCulloch made a motion to approve the statement that this application is consistent with all of the objectives and policies for growth and development contained in the Town of Elkin Land Use Plan. There were no questions. Upon a second by

Commissioner Whitman, the motion was approved. Commissioner Wheeler made a motion to approve the statement that the application is both reasonable and in the public interest. Commissioner McCulloch seconded the motion. There were no questions. The motion was unanimously approved. Thus, the Town Council Action Required sheet was approved (copy included as Exhibit B).

- Commissioner McCulloch made a motion to approve an Ordinance Amending the Zoning Ordinance of the Town of Elkin, North Carolina and the Official Zoning Map, Elkin, North Carolina. There were no questions. Commissioner Whitman seconded the motion. The motion was unanimously approved. (Copy of Ordinance may be found in Ordinance Book 5, Pages 2018-06-00010 through 2018-06-00011.)

This concluded the Public Hearings.

REGULAR MEETING

1. Receive an Update from the EVTA – Bill Blackley

- Topics discussed included:
 - o Showed several slides of community businesses, groups, etc. doing trail work and expressed the importance of these volunteers
 - o Carter Falls
 - o Tour de Vino
 - o Mountain Bike Trail
 - o Crooked Creek
 - o NC Trail Days planning
 - o Earth Day hike
 - o National Trails Day
 - o NC Mountain to Sea Trail
 - New sign
 - o Horse trails at Stone Mountain State Park
 - o Invited everyone to come help build trail on June 23rd from 9 a.m. until noon.

2. Consider Subdivision Approval Before Submittal to Surry County – George Crater

- This is a result of the rezoning in the second public hearing.
- Contractors have been working with NCDOT.
 - o Project has received NCDOT approval.
- Subdivision will be Scuppernong Hill.
 - o Will have seventeen building lots.
- Planning Board unanimously recommends approval of this subdivision.
- Commissioner Whitman made a motion to approve Scuppernong Hill Subdivision as submitted. There were no questions. Upon a second by Commissioner Eidson, the motion was unanimously approved.

3. Consider Giving Town Manager Authority to Approve All Special Event Applications – Brent Cornelison

- Currently, Town Manager has authority to approve Special Events requests that do not require waiver of the town's alcohol ordinance and/or street closures.

- Recommend giving Town Manager authority to approve all Special Events requests.
 - o Will eliminate redundancies.
- Commissioner McCulloch made a motion to give the Town Manager authority to approve all Special Event applications. There were no questions. Upon a second by Commissioner Wheeler, the motion was unanimously approved.

OTHER BUSINESS

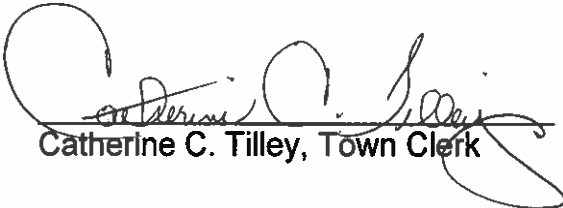
- July Board of Commissioners Meeting:
 - o Following brief discussion, Commissioner Whitman made a motion to cancel the regular meeting of the Board of Commissioners for July. There were no questions. Upon a second by Commissioner Eidson, the motion was unanimously approved.

There being no further business, Commissioner Eidson made a motion to recess until June 28th at noon. Upon a second by Commissioner Wheeler, the meeting recessed at 6:35 p.m.



Sam Bishop, Mayor

Attest:



Catherine C. Tilley, Town Clerk