

June 14, 2021 (REGULAR MEETING)

Minutes of the regular meeting of the Mayor and Board of Commissioners of the Town of Elkin, June 14, 2021, 6:00 p.m. at Town Hall.

Present: Mayor Sam Bishop, Commissioners Cicely McCulloch, Robert Ball, Jeff Eidson, Will Gwyn and Tommy Wheeler.

Also present: Town Manager Brent Cornelison, Assistant Town Manager/Recreation 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.

CONSENT AGENDA

The following items were presented for the consent agenda:

- Minutes of May 10, 2021 (Regular Meeting)
- Approve Budget Amendment 2021-23 in the amount of \$15,000 for donation revenue for NC Trail Days (included as Exhibit A)
- Approve Budget Amendment 2021-24 in the amount of \$10,609 for Runway 7 Extension Project (included as Exhibit B)
- Approve a Resolution for Receiving Federal Funds under the American Rescue Plan Act (ARPA) (may be found in Resolution Book 4, Page 2021-06-0259)
- Approve a Resolution for Closing Fund 45 Elkin Raw Water Systems Improvement Capital Project Fund (may be found in Resolution Book 4, Page 2021-06-0260).

There were no questions regarding the consent agenda. A motion by Commissioner Wheeler to approve the Consent Agenda was seconded by Commissioner McCulloch and was unanimously approved.

SPECIAL RECOGNITIONS:

- Mayor Bishop:
 - o Presented a plaque to the Town of Elkin from the Friends of the Mountain to the Sea trail.
 - This was in appreciation of the Town of Elkin hosting the Gathering of Friends 2017-2018.
- Juneteenth Proclamation – Mayor Bishop
 - o Read the Proclamation.
 - o This will be presented by Mayor Bishop at the Juneteenth event this Saturday at the Heritage Center at 2:00 p.m.
- Danielle Key – Town Manager Cornelison
 - o Has served the town as an intern from the LEAD for NC Program for the past two years.
 - This position was funded through different sources.
 - Large part of her salary came from the School of Government.

- The Town's portion of the cost was \$10,000.
- Her job functions were set by the LEAD for NC Fellow program and also included the following:
 - Assumed the duties of NC Trail Days coordinator.
 - Worked on Explore Elkin events as special event support coordinator.
 - CVB (Convention and Visitors Bureau) and Tourism coordinator.
 - Public Information Officer for the town.
- NC Trail Days were cancelled last year due to COVID-19.
- Danielle worked hard coordinating NC Trail Days this year and pulled off a marvelous event.
- Expressed appreciation to Danielle for setting the groundwork for a successful Trail Days.
- We appreciate Danielle's dedication, and we will miss her.

PUBLIC COMMENTS

- Mayor Bishop opened the public comments period.
- There being no public comments, Mayor Bishop closed the Public Comments period.

MAYOR AND BOARD COMMENTS FOR STAFF

- Mayor Bishop and all commissioners:
 - Expressed appreciation to staff for their hard work that resulted in a very successful NC Trail Days event.
 - Thanked Ritchie Parker, Chief Executive Officer Surry Communications, for the assistance of Surry Communications in making sure the Town was ready for NC Trail Days
- Mayor Bishop also expressed appreciation for everyone who contributed to the success of the dedication of the Gold Star Families Memorial.

PUBLIC HEARINGS

1. *Conduct a Public Hearing and Consider Approving the 2021-22 Budget Ordinance (Dina Reavis)*

- Projected Expenditures:
 - General Fund:
 - \$5,528,948
 - \$114,320 or 2.1% increase from the FY20-21 proposed budget
 - Includes 1% COLA plus an average of 1.5% merit increase
 - Highlighted Capital Funding
 - Gateway Sign
 - Various Police Department equipment
 - New Fire Station Design
 - Noted Rec Center parking lot went down \$22,720 due to decrease in preliminary tax scroll during revaluation appeals

- ARP Act funding can go toward lost revenues
 - Continuing to receive new preliminary tax scrolls
 - Provision for Fund Balance Build is estimated at \$355
 - Water Fund:
 - \$1,444,622
 - \$58,975 or 0.8% decrease from FY20-21 proposed budget due to decrease in Debt Service payments
 - Capital Funding of \$60,000 for high service pump replacement
 - Provision to increase Water Fund balance estimated at \$98,580
- MSD Expenditures: \$12,500
- Presented a list of General Fund revenue sources that total \$5,528,948.
- Water Fund revenue sources total \$1,444,622
- Tax Rates:
 - Ad Valorem - \$0.550/\$100 valuation
 - MSD - \$0.100/\$100 valuation
- Changes to Fee Schedule:
 - Added single item bulk pickup to solid waste fee schedule for \$25 per trip
 - Added one public swim session for \$5; two afternoon public swim sessions for \$8 (was already amended to current budget)
 - Asked the Board if there were any questions
 - There were no questions
- Mayor Bishop opened the Public Hearing for the FY2021-22 Budget Ordinance
 - Asked if anyone from the public was here to address this matter
 - There being no comments, Mayor Bishop closed the Public Hearing
 - Town Manager Cornelison:
 - Thanked department heads for their hard work on the budget
 - Expressed appreciation to the Mayor and Commissioners for their direction regarding the budget
 - Discussed recessing tonight's meeting to a date later this month (probably June 30th) for approval of final FY2020-21 budget amendments
 - Following discussion, it was decided the recessed meeting would be June 30th at 4:00 p.m.
- Mayor Bishop asked for consideration of the fiscal year 2021-22 budget as presented
 - Commissioner Eidson made a motion to approve the fiscal year 2021-22 Budget Ordinance as presented including the following tax rates: ad valorem tax rate \$0.550/\$100 valuation and MSD tax rate \$0.100/\$100 valuation. There were no questions. Upon

a second by Commissioner Gwyn, the motion was unanimously approved. (Copy of Ordinance may be found in Ordinance Book 5, Pages 2021-06-0073 through 2021-06-0075; Schedule of Fees included as Exhibit C.)

2. **Conduct a Public Hearing and Review a Rezoning Application for Parcel Number 4941-12-85-1498 on Elk Spur Street (Sarah Harris)**
 - This is a legislative hearing.
 - o Anyone may speak.
 - o Anyone speaking needs to state your name and address for the record.
 - Received petition April 27, 2021, to rezone a portion of this parcel from B-2 Highway Business District to R-12 Residential District.
 - Public Hearing was advertised in the *Elkin Tribune* May 26 and June 2, 2021.
 - Letters mailed to adjoining property owners June 25, 2021.
 - Planning Board reviewed the request May 24, 2021
 - o Found the rezoning request application is consistent with all of the objectives and policies for growth and development contained in the Town of Elkin Land Use Plans.
 - o Planning Board unanimously recommended rezoning this property to R-12 Residential District.
 - Mayor Bishop opened the Public Hearing and asked if anyone wanted to speak to this matter.
 - o Martin Cheek, 1938 South Lomax Road, Ronda, NC
 - I own this property.
 - Back part of the property is zoned commercial (B-2 Highway Business).
 - Wants property rezoned to residential (R-12 Residential District).
 - Will have one-half million dollars invested in this project.
 - o There being no other speakers, Mayor Bishop closed the 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 Eidson, the motion was unanimously approved. Commissioner Eidson made a motion to approve the statement that the application is both reasonable and in the public interest. There were no questions. Upon a second by Commissioner McCulloch, the motion was unanimously approved. Thus, the Town Council Action Required sheet was approved (copy included as Exhibit D).
 - 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. Upon a second by Commissioner Wheeler, the motion was unanimously approved. (Copy of Ordinance may be found in Ordinance Book 5, Pages 2021-06-0076 through 2021-06-0077.)

- This concluded the Public Hearings.

REGULAR MEETING

- 1. Receive Request for an Easement from Virgil and Mitzi Settle (Town Manager Cornelison)*
 - Mr. and Mrs. Settle own property adjoining the town parking lot located at Front Street.
 - o They are planning a beer garden on their property.
 - o Need access to their property for deliveries, food trucks, etc.
 - o Requesting an easement across a portion of Town property.
 - Will need to remove three of our parking spaces to create an entrance and a handicap parking space.
 - Our parking lot does not currently have a handicap space.
 - Commissioner Eidson asked if this could ever be changed.
 - o Town Manager Cornelison:
 - The town would like to purchase the Dobbins parking lot.
 - Town Attorney Parker wrote an easement for the airport with a clause that allows the town to move the access point if we need to anytime in the future.
 - o Following discussion, Commissioner Wheeler made a motion to request that Town Attorney Parker write an easement as requested that includes a clause allowing the Town of Elkin to move the access point if the town deems it necessary at any time in the future, and give the easement to Town Manager Cornelison for approval and recording. There were no questions. Upon a second by Commissioner Eidson, the motion was unanimously approved.
- 2. Receive a Presentation from Surry Communications Regarding Current and Future Plans for Fiber*
 - Richie Parker, Chief Executive Officer of Surry Communications, gave a PowerPoint presentation titled "Broadband Options for Residents."
 - This presentation centered around the speed of internet connection and how all connections are not equal.
 - He explained pros and cons of Satellite, WI-FI Wireless, Mobile (or Cellular) Wireless and Fixed Wireless.
 - Noted facts regarding broadband in our downtown, and pointed out Elkin areas without satellite providers.
 - Explained Surry Communications' plans for addressing the future.
 - Following a questions and answers period, the Board expressed appreciation for an interesting and informative presentation.
- 3. Consider a Land Donation from Tri-County Citizens Foundation (Adam McComb)*
 - This property is located adjacent to Crater Park at the corner of Commerce and Monroe Streets.
 - Our Recreation and Parks Department currently maintains this property.
 - The assessed value of this parcel is six thousand, six hundred, ninety dollars (\$6,690.00).

- There is no description of this property, and Town Attorney Parker does not know how to describe it (there are no metes and bounds).
 - Town Manager Cornelison recommends the town pay to have this property surveyed in order to get a description.
 - Following discussion, Commissioner Gwyn made a motion for Town Manager Cornelison to have the property surveyed and accept the surveyed property on behalf of the town. There were no questions. Upon a second by Commissioner McCulloch, the motion was unanimously approved.
4. *Consider Passing Ordinances Concerning Chapter 160D (Sarah Harris)*
- Reminded everyone that the Public Hearing for this matter was held during the Board of Commissioners' meeting held May 10, 2021.
 - The Planning Board reviewed this request May 24, 2021 and recommends approving the application.
 - 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 Ball, the motion was unanimously approved. Commissioner McCulloch made a motion to approve the statement that the application is both reasonable and in the public interest. There were no questions. Upon a second by Commissioner Ball, the motion was unanimously approved. Thus, the Town Council Action Required sheet was approved (copy included as Exhibit E).
 - Commissioner Eidson made a motion to approve an Ordinance Amending the Zoning Ordinance of the Town of Elkin, North Carolina to Allow Revisions to the Town of Elkin Articles I-XVII and Subdivision Ordinance Articles I-V, VIII. There were no questions. Upon a second by Commissioner Ball, the motion was unanimously approved. (Copy of Ordinance may be found in Ordinance Book 5, Pages 2021-06-0078 through 2021-06-0079.)
5. *Consider a Fire District Tax Request from CC Camp Fire Department (Sarah Harris)*
- Reminded the Board of the approval of the voluntary annexation of property located at 157 Interstate Way effective June 30, 2021.
 - Since this property was in the CC Camp Fire district, we notified them of this annexation.
 - We requested that CC Camp Fire Department provide the Town of Elkin with the amount of their debt effective June 30, 2021.
 - We received a letter from CC Camp Fire Department stating their fire tax per year on this property was \$76.44 for a predetermined period of time.
 - Commissioner Eidson made a motion to accept the amount of \$76.44 for a predetermined period of time from CC Camp Fire Department. There were no questions. Upon a second from Commissioner Wheeler, the motion was unanimously approved.

OTHER INFORMATION

- Mayor Bishop told the Board he had received a letter from the YVSA about their rates.
 - o Rates are increasing \$0.25 for 2,000 gallons and \$0.25 on the minimum bills.

COMMISSIONS AND BOARDS (Town Manager Cornellison)

- Consider Appointing April Swarey to the Library Board of Trustees
 - o Town Manager Cornellison said April Swarey has been recommended by the Library Board to fill a vacancy.
 - o Commissioner Gwyn made a motion to appoint April Swarey to serve on the Library Board of Trustees. There were no questions. Upon a second by Commissioner McCulloch, the motion was unanimously approved.
- Advisory Board Minutes Included:
 - o Library Board of Trustees (March 25, 2021)
 - o Town of Elkin Board of Adjustment (March 29, 2021)
 - o Town of Elkin Planning Board (April 26, 2021)
 - o Elkin Main Street Advisory Board (April 20, 2021)

MANAGER UPDATES

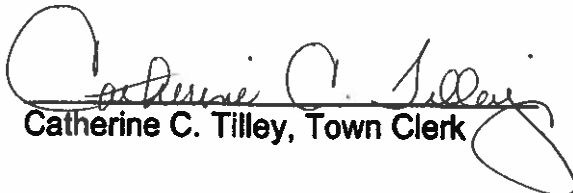
- Set meeting for final budget amendments for June 30th at 4:00 p.m. at Town Hall.
- Informed the Board that so far there is no business for our July meeting.
 - o Commissioner Eidson made a motion to cancel the July regular meeting of the Board of Commissioners. There were no questions. Upon a second by Commissioner McCulloch, the motion was unanimously approved.
- Reminded Board he would be attending the Managers Conference June 24th through the 26th.

There being no further business, Commissioner McCulloch made a motion to recess until 4:00 p.m. June 30th. Upon a second by Commissioner Wheeler, the motion was unanimously approved. The meeting recessed at 7:00 p.m.



Sam Bishop, Mayor

Attest:



Catherine C. Tilley, Town Clerk