

December 10, 2018 (REGULAR MEETING)

Minutes of the regular meeting of the Mayor and Board of Commissioners of the Town of Elkin, December 10, 2018, 6:00 p.m. at Town Hall.

Present: Mayor Sam Bishop, Commissioners Cecily McCulloch, Jeff Eidson, Terry Kennedy, Tommy Wheeler and Skip Whitman.

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.

### **CONSENT AGENDA (Tab A)**

The following items were presented for the consent agenda:

- Minutes of November 13, 2018 (Regular Meeting)
- Meeting Dates for 2019 (included as Exhibit A)
- Resolution of Support for the Piedmont Legacy Trails (Resolution Book 4, Page 2018-12-0227)
- Donation from EVTA for Phase 2 Repair and Phase 3 of Mountain Bike Course
- Amendment to Audit Contract (included as Exhibit B)

A motion by Commissioner Eidson to approve the Consent Agenda was seconded by Commissioner Kennedy and was unanimously approved.

### **SPECIAL COMMENTS**

- Mayor Bishop read a letter in recognition of Commissioner Terry Kennedy's service to the town for the past nine years.
  - o Expressed gratitude for his ability to serve unselfishly and his willingness to make personal sacrifices during his tenure as commissioner.
  - o Expressed appreciation for always keeping Elkin's taxpayers first when making decisions for the town.
  - o On behalf of the Board, extended appreciation for his dedication and contributions to the Town.

### **SWEARING-IN CEREMONY FOR NEWLY ELECTED BOARD MEMBERS – HONORABLE SAM BISHOP, MAYOR OF ELKIN**

- Mayor Bishop stepped forward to administer the oath of office to two re-elected commissioners and one newly elected commissioner.
- Mayor Bishop administered the oath of office for Town Commissioner to Jeff Eidson, Cecily McCulloch and Will Gwyn.

Following the swearing-in ceremony, Mayor Bishop welcomed Commissioner Gwyn to the Board.

Mayor Bishop said the Board needed to elect a Mayor Pro Tempore as required in NCGS 160A-70.

- Mayor Bishop opened the floor for nominations for Mayor Pro Tempore.
  - o Commissioner Wheeler made a motion for Commissioner McCulloch to serve as Mayor Pro Tempore.
  - o There were no other nominations.
    - Mayor Bishop closed the nominations.
- Mayor Bishop stated Cecily McCulloch had been nominated by Commissioner Wheeler to serve as Mayor Pro Tempore. Upon a second by Commissioner Eidson, the nomination was unanimously approved.

### **SPECIAL RECOGNITIONS (Mayor Bishop)**

- Fire Department:
  - o Told everyone that the Fire Department held its annual Christmas party recently, and several EFD members were recognized. He asked the following to come forward and noted the awards they had received:
    - Lieutenant Todd Wilson – Suppression Firefighter of the Year Award
    - Captain Theresa Knops – Community Service Award
    - Don Mitchell (ret) – Ted Brown Service Award (presented to a member of EFD to show appreciation for extended service to the department)
  - o The following EFD members were not able to attend tonight's meeting, but were also recognized at the Christmas party:
    - Lieutenant William Rountree – Officer of the Year Award and Jack Elderton Award
    - Ryan Karpik – Rookie Firefighter of the Year Award
    - Misty Matthews – Support Firefighter of the Year Award
  - o Mayor Bishop congratulated each EFD member who received awards and thanked the Fire Department for all they do for our town.
- Public Works Department:
  - o Asked Robert Fuller, Public Works Director, to come forward.
  - o Explained that Jerry Johnson would be retiring at the end of the year, but was unable to attend tonight's meeting due to the weather.
  - o Read a Proclamation recognizing Mr. Johnson and thanking him for 28 years' service to the Town of Elkin.
    - Noted Mr. Fuller will read and present this proclamation to Mr. Johnson at the Christmas party that will be held by the Public Works Department. (Proclamation included as Exhibit C.)
- Police Department:
  - o Asked Police Chief Monroe Wagoner and Police Captain Kim Robison to come forward.
  - o Read a Resolution thanking Captain Robison for serving the Police Department 24 years.

- Noted how Captain Robison started working as a telecommunicator and through the years was promoted to Captain.
  - Talked about her certifications and educational endeavors throughout her career.
  - Expressed appreciation from the Board for her work that helped make our town as great as it is.
- Read a Resolution of the Board of Commissioners of the Town of Elkin, North Carolina, Awarding to Retiring Captain Kim Robison Her Badge and Service Sidearm (copy in Resolution Book 4, Page 2018-12-0228).
- Planning Department:
  - Told everyone that George Crater, Director Planning/Zoning, had accepted a position with Surry County as their Airport Manager and would be leaving the Town of Elkin effective December 31, 2018.
  - George has worked for the Town since October 30, 2006.
  - Thanked him for his service and wished him the best in his future endeavors.

## **PUBLIC COMMENTS**

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

## **MAYOR AND BOARD COMMENTS FOR STAFF**

- Commissioner Whitman:
  - Explained one component of a new initiative in Elkin, Strangers to Neighbors, whereby there will be Elkin identification cards available for our citizens.
  - There will be a photo session held at Elkin Presbyterian Church on January 12<sup>th</sup> from 10 a.m. until 12 p.m.
  - Encouraged everyone to take advantage of this opportunity to get an Elkin Identification Card.
- Commissioner McCulloch:
  - Light-Up-Night was very successful.
- Mayor Bishop:
  - Please help get the Elkin I.D. Card program going.
  - Thanked Robert Fuller and his staff for cleaning the streets during the snow.

**PUBLIC HEARINGS** - There were no public hearings.

## **REGULAR MEETING**

1. *Receive an Update on the Progress of the Interior and Exterior Design of the Heritage Arts and Trails Center (Leslie Schlender)*
  - Presented drawings/pictures of the Center and discussed several aspects of this project including but not limited to the following:
    - Work that went into deciding how each area would be designed.

- Reasoning behind the placement of each display.
- Importance of highlighting particular places, people, businesses, recreational activities, etc.
- Noted a lot has been done, and there is a lot still to be done.

**APPOINTMENT AND REAPPOINTMENT TO BOARDS, COMMISSIONS AND ADVISORY BOARDS (Mayor Bishop)**

*Appointment to Northwest Piedmont Rural Planning Organization Transportation Advisory Committee as a Town Board Representative (Town Manager Cornelison) (meets quarterly at 11:00 a.m. in Kernersville):*

- Commissioner Wheeler is our current representative; he wishes to be replaced.
- Commissioner Eidson volunteered to serve on this committee.

*Appointment to the Surry County Economic Development Partnership Board of Directors (Town Manager Cornelison) (meets every other month at noon):*

- Former Commissioner Kennedy was our representative.
- Commissioner Whitman volunteered to serve on this Board.

*Town of Elkin Economic Development Committee (meets the last Tuesday of each month at noon at town hall):*

- Former Commissioner Kennedy was a member of this committee.
- Commissioner Gwyn was appointed to serve on this committee.

*Library Board of Trustees (George Crater) (meets the fourth Thursday of January, March, May, September and the third Thursday of November at 5:15 p.m. at Elkin Public Library)*

- Terms end this month for Mary Blackburn and Melissa Smith.
  - Mary Blackburn wishes to be reappointed.
  - Melissa Smith cannot be reappointed because members have to rotate off the Board every nine years.
  - We have an application from Dan Butner who wishes to serve on this Board.
- Following discussion, Commissioner Wheeler made a motion to reappoint Mary Blackburn to the Library Board of Trustees and to appoint Dan Butner to the Library Board of Trustees. Upon a second by Commissioner McCulloch, the motion was unanimously approved.

*Planning Board/ Board of Adjustment (George Crater) (meets the last Monday of each month at 6:00 p.m. at town hall)*

- Terms end this month for Alfreda Abrams and Elizabeth Randleman.
  - Both wish to be reappointed.
  - Elizabeth will move from being an alternate member to becoming a member.
- Following discussion, Commissioner Whitman made a motion to reappoint both Ms. Abrams and Ms. Randleman as members of the Planning Board/Board of Adjustment. Upon a second by Commissioner Eidson, the motion was unanimously approved.

*Recreation and Parks Advisory Board (Adam McComb) (meets third Thursday of each month at 7:00 p.m. at town hall)*

- Terms end this month for Craig Pardue, Charles Chappell and Richard Stanley, Jr.

- Mr. Stanley has moved out of town; therefore, he can no longer serve on this board.
- Both Mr. Pardue and Mr. Chappell wish to be reappointed.
- Commissioner Eidson made a motion to reappoint Craig Pardue and Charles Chappell to the Recreation and Parks Advisory Board. Upon a second by Commissioner McCulloch, the motion was unanimously approved.


*Elkin Tourism Development Authority (Leslie Schlender) (meets the third Thursday of February, April, June, August, October and December at noon at town hall)*

- Terms are up for Joe Walker and Michael Wilson.
  - Both wish to be reappointed.
- Commissioner Wheeler made a motion to reappoint Joe Walker and Michael Wilson to the Elkin Tourism Development Authority. Upon a second by Commissioner Whitman, the motion was unanimously approved.

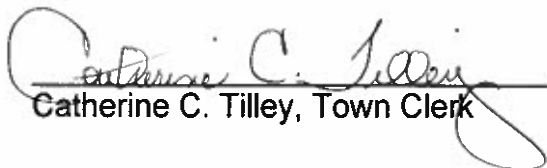
**MANAGER UPDATES** – there were none

Mayor Bishop announced that due to the weather, the fundraiser for Joe Hicks scheduled for tonight has been moved to next Monday at 5:00 p.m. (at Royall's Soda Shoppe).

There being no further business, Commissioner McCulloch moved to adjourn. Upon a second by Commissioner Whitman, the meeting adjourned at 6:45 p.m.

  
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Sam Bishop, Mayor

Attest:

  
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Catherine C. Tilley, Town Clerk