

**Town of Farmville
Board of Commissioners
January 3, 2012**

The Farmville Board of Commissioners met in regular session on Tuesday, January 3, 2012 at 7:30 p.m. in the Municipal Building Courtroom with Mayor Robert L. Evans presiding. Present for the meeting were Commissioners Jamin Dixon, John Baker, Richard Hicks, John Moore and David Shackelford; Town Attorney Christopher Edwards; Interim Town Manager Samuel Noble and Town Clerk Amy B. Johnson.

Mayor Evans called the meeting to order at 7:30 p.m.

Pastor Lecci Edwards of Lewis Chapel Free Will Baptist Church in Farmville offered the invocation which was followed by the pledge of allegiance to the flag.

Mayor Evans introduced Interim Town Manager Sam Noble. Mayor Evans stated Mr. Noble served 24 years as the Town Manager of Tarboro, North Carolina.

Town Manager Noble stated he looked forward to working at the Town of Farmville.

Mayor Evans recognized and commended the work of some of the employees in the Police Department for going beyond their job and caring about citizens.

Finance Director, Amy B. Johnson gave the financial report for the month of November, 2011.

Public Hearings

1. Request to Add Pet Grooming as a Special Exception

Developmental Services Director Paul Ellis stated that Sonny Jay and Chastity Fisher had requested pet grooming to be added as a "Special Exception" to the R15 Zoning District. Ellis explained Mr. Fisher has purchased property located at 3209 Sunset Avenue and indicated his wife wanted to operate a pet grooming business from this address. Ellis indicated that the Planning and Zoning Board reviewed the request at their November 8, 2011 meeting and determined to recommend the Town Board to deny the request due to R15 being a quiet low density neighborhood.

Mayor Evans declared the public hearing open at 7:41 p.m.

Frank Bradham spoke on behalf of the planning board and stated they voted to deny the request.

There being no further comments, Mayor Evans closed the hearing at 7:43 p.m.

Commissioner Hicks made a motion to follow the recommendation of the Planning Board and deny the request. The motion carried unanimously.

Items for Consent

2. Approval of Minutes

To approve the minutes from the following meeting(s):

- December 12, 2011 regular session
- December 12, 2011 closed session

- December 13, 2011 special session
- December 20, 2011 special session
- December 20, 2011 closed session

3. Advisory Board Appointment- Tree and Community Appearance Commission

To adopt resolutions for appointments and re-appointments to the Farmville Tree and Community Appearance Commission.

4. Adoption of Ordinance Amending 2011-2012 Budget- Developmental Services

To adopt an ordinance amending the 2011/2012 budget to place receipt of insurance funds into the Developmental Services Department budget for payment of repairs to the Town van from where another vehicle struck the Town van.

5. Adoption of Ordinance Amending 2011/2012 Budget- Recreation and Parks

To adopt an ordinance amending the 2011/2012 budget to place funds from the leftover property sale monies into the Recreation Department for improvements to Bennett Park.

6. Appoint Primary Commissioner and Alternate Commissioners to the NCEMPA Board

To appoint Commissioner Richard Hicks to represent the Town of Farmville as the Primary Commissioner for the North Carolina Eastern Municipal Power Agency, Interim Town Manager, Sam Noble as the First Alternate Commissioner and Electric Line Supervisor, Brian Shackelford to continue to serve as the Second Alternate Commissioner.

On motion by Commissioner Shackelford, the Board approved/adopted the following:

- *Approved the minutes from the December 12, 2011 regular and closed sessions, the December 13, 2011 special session and the December 20, 2011 special and closed sessions*
- *Adopted Resolution (2012) 1152, Appointing Advisory Board Member-Farmville Tree and Community Appearance Commission (Paul D. Grimes)*
- *Adopted Resolution (2012) 1153, Appointing Advisory Board Member-Farmville Tree and Community Appearance Commission (Josh Aycock)*
- *Adopted Resolution (2012) 1154, Appointing Advisory Board Member-Farmville Tree and Community Appearance Commission (Pat Carr)*
- *Adopted Resolution (2012) 1155, Appointing Advisory Board Member-Farmville Tree and Community Appearance Commission (LaRue King)*
- *Adopted Resolution (2012) 1155-A, Re-Appointing Advisory Board Member-Farmville Tree and Community Appearance Commission (Clara Flanagan)*
- *Adopted Resolution (2012) 1155-B, Re-Appointing Advisory Board Member-Farmville Tree and Community Appearance Commission (Larry King)*
- *Adopted Ordinance (2012) 735, An Ordinance Amending the FY 2011-2012 Budget Ordinance- Developmental Services Dept.*
- *Adopted Ordinance (2012) 736, An Ordinance Amending the FY 2011-2012 Budget Ordinance- Recreation Fund*

- *Approved Commissioner Richard Hicks as the Primary Commissioner, Interim Town Manager Sam Noble as the First Alternate Commissioner and Electric Line Supervisor Brian Shackelford as the Second Alternate Commissioner to serve on the NCEMPA Board.*

The motion carried unanimously.

Items for Decision

7. Request to Advertise Library Director Position

Library Chairman, Kearney Long, stated they had previously advertised for the Library Director position and their only candidate declined. She asked for permission to re-advertise the position due to not having any other candidates from the currently received applications.

Commissioner Moore made a motion to re-advertise for the Library Director position as requested by the Library Board. The motion carried unanimously.

Mayor Evans presented receipts from a candidate who interviewed for the position but resides in Pennsylvania. Evans stated these receipts represent his two night stay at a hotel plus his gas receipts.

Commissioner Hicks made a motion to approve the expenses for reimbursement. The motion carried unanimously.

8. Request by Citizen to Pick-up Storm Damaged Tree

Paul Ellis reminded the Board that Chris Burti requested, at the last Board of Commissioners meeting, that the Town pick up a tree on Church Street that was damaged during Hurricane Irene. Ellis provided a list to the Board of trees that were damaged during the storm which had not been placed on the curb for pick up. Ellis reminded the Board that all citizens were informed of the September 30, 2011 deadline for free pick up. He added Alan Powell with Powell Construction estimated it would cost approximately \$20,000 to remove these trees/root balls on the list provided.

Chris Burti asked for consideration from the Board once again. He stated he was not aware of the September 30, 2011 deadline.

The Board directed Interim Manager Noble to look at all FEMA reimbursements and provide a report to the Board.

Commissioner Moore made a motion to table this agenda item until the February meeting and for Town Manager Noble to provide more information about the storm damage and FEMA numbers. The motion carried unanimously.

Commissioner Dixon made a motion to direct the Developmental Services Department to not charge a civil penalty for non-pickup of yard debris to citizens, due to the Board's decision to possibly pickup yard debris from storm damage at no charge. The motion carried unanimously.

9. Rural Business Enterprise Grant Brightleaf Shopping Center Infrastructure

Van Lewis, from McDavid Associates, requested adoption of a resolution authorizing the filing of Rural Business Enterprise Grant application to USDA- Rural Development regarding the re-development of the Brightleaf Shopping Center with a possibility of a new street to provide access into the site from Main Street.

Commissioner Hicks made a motion to adopt Resolution (2012) 1156, Authorizing Rural Business Enterprise Grant Application to USDA- Rural Development, Brightleaf Shopping Center Infrastructure Improvements. The motion carried unanimously.

10. Clean Water Management Trust Fund Johnson Field Pump Station Application

Van Lewis, from McDavid Associates, requested adoption of a resolution authorizing the filing of an application to the Clean Water Management Trust Fund to support sewer improvement needs at the Johnson Field sewer pump station.

Commissioner Hicks asked to include electric line upgrade in the application.

Commissioner Hicks made a motion to adopt Resolution (2012) 1157, Authorizing Rural Wastewater Grant Application to Clean Water Management Trust Fund, Johnson Field Sewer Pump Station Sewer Improvements and asked for consideration to be given for an upgrade to the electric distribution. The motion carried unanimously.

11. Presentation of WWTP Sludge Dryer Operation Engineering Report

Van Lewis, from McDavid Associates, requested adoption of a resolution authorizing the filing of a grant application to the Clean Water Management Trust Fund for sludge operation enhancements to allow process flexibility.

Tyndall Lewis, from McDavid Associates, provided the Board with details regarding the WWTP Sludge Dryer Operations and needed enhancements. He explained there are approximately \$300,000 of improvements which need to be expended to get the process running properly.

Commissioner Dixon made a motion to adopt Resolution (2012) 1158, Authorizing the filing of a grant application to the Clean Water Management Trust Fund and for McDavid to provide more detail at the upcoming Town Board retreat. The motion carried unanimously.

12. WWTP Preliminary Engineering Report

Van Lewis, from McDavid Associates, recommended the Town Board discuss this agenda item in more detail at the upcoming retreat.

13. Pitney Bowes Contract Renewal

Finance Director Amy Johnson asked the Board for approval of the Pitney Bowes contract renewal. She stated they were offering a discounted savings for the first twelve months which equates to a five year net savings of \$2600. She added they would provide all new equipment. Johnson stated she did not see outsourcing the utility bill process at this time.

Commissioner Hicks made a motion to authorize the Mayor to execute the contract with Pitney Bowes. The motion carried unanimously.

14. Establish Dates for Annual Retreat

Interim Town Manager Noble asked the Board to establish either February 20th & 21st or February 27th & 28th for the annual retreat.

Commissioner Baker made a motion to establish February 27th & 28th at 5:00 p.m. as the dates for the annual retreat. The motion carried unanimously.

15. Citizen Comments

Mayor Evans asked if there were any citizen comments at this time.

There were no comments.

16. Closed Session

On motion by Commissioner Baker, the Board adjourned into closed session at 9:23 p.m. pursuant to G.S. 143-318.11(a)(6) to discuss matters relating to personnel. The motion carried unanimously.

On motion by Commissioner Moore, the Board returned into regular session at 10:04 p.m. The motion carried unanimously.

Commissioner Moore made a motion to move the February Board meeting to February 14, 2012 to accommodate Commissioner Hicks and his job in Smithfield. The motion carried unanimously.

On motion by Commissioner Dixon, the meeting was adjourned at 10:07 p.m.

Robert L. Evans, Mayor

Attest:

Amy B. Johnson, Town Clerk