

**Town of Farmville  
Board of Commissioners  
August 2, 2011**

The Farmville Board of Commissioners met in regular session on Tuesday, August 2, 2011 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, John Moore, Jake Barrow and David Shackelford; Town Manager James Smith; Town Attorney Bill Lewis; Town Clerk Amy B. Johnson.

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

Carolyn Ward, Associate Pastor of Lewis Chapel Freewill Baptist Church in Farmville, offered the invocation which was followed by the pledge of allegiance to the flag.

Mayor Evans stated there were no citizen presentations at this time.

Mayor Evans conducted a silent roll call.

Finance Director Amy Johnson presented the financial report for the month of June, 2011.

Public Hearings

**1. Public Hearing on Changes to Chapter 20- Sanitation & Health**

Developmental Services Director Paul Ellis requested approval of changes to Chapter 20 of the Town of Farmville Code of Ordinances. Ellis explained the changes concerned the policy on yard waste and debris cleanup and the changes provide for better control of the collection of these fees by making payment be made upfront for the services. Ellis also explained if individuals left items on the street and did request pickup, then after a certain period of time, fines will be charged in regards to the trash.

Mayor Evans opened the public hearing on the changes to Chapter 20 at 7:50 p.m.

AA'Ishah Salaam, who resides at 4015 South Main Street, asked the question about the procedure if someone was laying items on another's property and they got charged.

There being no further comments, Mayor Evans closed the public hearing at 7:52 p.m.

*Commissioner Baker made a motion to approve the changes to Chapter 20 and adopt Ordinance (2011) 724, Ordinance Amending Chapter 20, Sanitation and Health Ordinance. The motion carried 4 to 1, with Commissioners Barrow, Moore, Baker and Dixon voting in the affirmative and Commissioner Shackelford in the negative.*

Items for Consent

**1a. Approval of Minutes**

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

- July 5, 2011- Regular session

**2. Adoption of Resolution Approving Terms of Refinancing Farmville Industrial Park**

To adopt resolution approving the terms of re-financing the Farmville Industrial Park per Board approval at the June 27, 2011 Budget public hearing.

**3. Budget Amendment- Transfer Drug Forfeiture Funds**

To adopt ordinance amending the FY 2011/2012 Budget Ordinance to move funds to cover expenditure of State Forfeiture monies for drug enforcement buys and other miscellaneous expenditures such as GPS Live Tracker, Covert Digital transmitter and recorder, ALEN DCI, etc.

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

- *Approved the minutes from the following meetings:*
  - *August 2, 2011 (regular meeting)*
- *Adopted Resolution (2011) 1131, Approving Terms of Re-financing- Farmville Industrial Park*
- *Adopted Ordinance (2011) 725, An Ordinance Amending the FY 2011/2012 Budget Ordinance- Police Dept.*

*The motion carried unanimously.*

Items for Decision

**4. Changes to Chapter 20- Sanitation & Health**

*Agenda item covered above under Agenda item #1.*

**5. Town of Farmville 09/24” Sanitary Sewer Improvements**

Charles Joyner, from McDavid Associates, requested approval of Change order No.1 and adoption of resolution for a Capital Budget Ordinance Amendment for 24” Sanitary Sewer Improvements. Joyner stated the change order adjusts quantities after the “stake out” has been completed and adds Video Recording of the 24” Sanitary Sewer after all the line has been installed.

*On motion by Commissioner Shackelford and second by Commissioner Moore, the Board approved Change Order No.1 and adopted Resolution (2011) 1132, Amending Capital Project Budget Ordinance, 2009 24” East Sanitary Sewer Replacement. The motion carried unanimously.*

**6. FEMA Flood Zone Maps & Flood Insurance Rating- MidEast Commission- Bryant Buck**

Bryant Buck, from the Mid-East Commission, introduced Randy Mutt, the National Flood Insurance Plan Outreach Coordinator and Brian Jones, the Flood Plan Administrator for Pitt County.

Randy provided an explanation of the National Flood Insurance Plan.

**7. Duck Rabbit Craft Brewery Grant Conclusion Report- Jeanne Bonds**

*Tabled.*

**8. Economic Development Memo**

Town Manager Smith stated he and Mayor Evans had met with the Farmville Development Partnership and the Farmville Economic Development Council on July 18, 2011. Smith stated the Farmville Economic Council sees their mission as focused on traditional economic development- growth of the tax base, jobs growth, leveraging the multiplier effects of industrial and commercial development to benefit other businesses located in Farmville. Smith added the EDC Board affirmed their sincere willingness to continue and even reinvigorate their efforts to provide economic development assistance to the Town. Smith asked the Board if they were interested in employing a Special Assistant to the Town Manager for Economic Development as discussed earlier in the year who could serve both boards and the Town with direct oversight from him and the Town Board.

*The Town Board instructed Town Manager Smith to come back at the next meeting with a job description and an economic development recommendation.*

**9. Endorsement of Farmville Farmers Market**

Developmental Services Director Paul Ellis presented a letter of request for a Farmers Market from Ron Lancaster with Farmville Hardware. Ellis stated Mr. Lancaster is requesting a resolution of support of the Farmers Market from the Town.

*Commissioner Moore made a motion to adopt Resolution (2011) 1133, In Support of a Farmer's Market Within the City Limits of the Town of Farmville. The motion carried unanimously.*

**10. Labor Grade Assignment for Utilities System Manager**

Town Manager Smith requested adoption of an ordinance regarding the addition of a Utilities Systems Manager position to the salary schedule at a pay grade of 24.

*Commissioner Barrow made a motion to adopt Ordinance (2011) 726, Ordinance Amending Salary Schedule of the Town of Farmville. The motion carried unanimously.*

**11. Community Center Request- Community Soup Kitchen**

Mayor Evans presented a letter from Doreen Atkinson with the Community Outreach Soup Kitchen.

Ms. Atkinson stated she would like to use the Senior Center Room at the Community Center every Saturday from 1:00 p.m. to 2:30 p.m. to assist in collecting and distributing food to residents in Farmville.

*Commissioner Shackelford made a motion to give Ms. Atkinson a month's trial, pending the completion of all details being worked out. The Board instructed Town Manager Smith to check on the liability issue and for Developmental Services Director Ellis to check for any community center scheduling conflicts. The motion carried unanimously.*

**12. Community Center Request- American Legion Post 372**

Town Manager Smith stated he received a request from the American Legion Post 372 asking to use the community center on August 23<sup>rd</sup> and September 27<sup>th</sup> to make up for the two nights which were missed in the earlier agreement with the Town.

*Commissioner Dixon made a motion to allow the American Legion Post 372 to use the center for the two nights requested. The motion carried unanimously.*

**13. Permission to Stage a Charitable 5K Road Race**

Neal Fox, with Edward Jones Investment, addressed the Board to ask for permission to stage a charitable 5k road race in September. Fox explained the race would be held on September 17, 2011 with all proceeds benefiting the Farmville's Relay for Life/American Cancer Society. He asked for permission to use the Town Commons area as the start and finish staging area.

*Commissioner Moore made a motion to approve the request for use of the Town Commons for the 5k road race.. The motion carried unanimously.*

**14. Permission to Hold Street Dance- Music on Main**

Mayor Evans stated that the Farmville Development Partnership has requested permission to hold a street dance "Music on Main" with live music at the intersection of Main and Wilson Streets on Thursday, September 1, 2011. Evans explained they also are requesting permission to allow the merchants to hold sidewalk sales as a type of back to school sale and to relocate the beer garden to be on Wilson Street between Farmville Hardware and Design Specialties.

*Commissioner Dixon made a motion to approve the street dance and all other requests. The motion carried unanimously.*

**Report from the Parks and Recreation Committee**

Recreation Director Jeff Polaski reported the Parks and Recreation Advisory Committee met on July 19, 2011. He stated they voted to raise fees for participants in Town basketball, baseball and football athletic programs by \$5 per participant and enacted a nonresident participant surcharge of 50% of the resident fee. Polaski added the Committee set as a priority for the expenditure of the balance of funds available from last year's property sale (\$7,897.80) by adding additional fencing and replacement of basketball goals at Bennett Park.

Polaski also added the Committee established priorities for the use of the first one third of the Parks and Recreation Trust Fund grant, estimated to be approximately \$115,000. He stated their plans are to replace the concession stand and bathroom facilities with new, fully accessible facilities. Polaski requested approval from the Board to begin the first phase of the PARTF grant.

*Commissioner Dixon made a motion to approve the first phase of the PARTF grant. The motion carried unanimously.*

Polaski informed the Board of the Bud Avery Dedication ceremony to be held on September 10, 2011.

Report from the Library Board

Kearney Long, Chairman of Library Board, informed the Board of recent Library events and happenings.

Citizen Comments

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

Mike Murango cautioned the Board on the giving of meats.

Closed Session

*On motion by Commissioner Dixon, the Board adjourned into closed session at 9:28 p.m. pursuant to G.S. 143-318.11(a)(6) to discuss a personnel matter. The motion carried unanimously.*

*On motion by Commissioner Shackelford, the Board returned into regular session at 9:53 p.m. The motion carried unanimously.*

*On motion by Commissioner Moore, the meeting was adjourned at 9:55 p.m.*

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Robert L. Evans, Mayor

Attest:

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Amy B. Johnson, Town Clerk