

**Town of Farmville
Board of Commissioners
September 6, 2011**

The Farmville Board of Commissioners met in regular session on Tuesday, September 6, 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 Clerk Amy B. Johnson.

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

Commissioner David Shackelford 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.

Town Manager Smith stated both of our Town Attorneys were absent this evening due to illness and scheduling conflict.

Mayor Evans conducted a silent roll call.

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

Safety Officer Paul Ellis presented the 5th Safety Award to Town Electric Department for working without accidents on behalf of ElectriCities.

Mayor Evans asked if there were any changes/additions/deletions to the evening's agenda.

Commissioner Barrow made a motion to move the "Special Assistant to the Town Manager Job Description" agenda item from the "For Information Only" section to under "Items for Decision." The motion carried unanimously.

Commissioner Dixon made a motion to make the following changes to the agenda:

- o Move Agenda item #7- Adoption of Resolution to Authorize Filing of 50/50 Grant Application from "Items for Consent" section to under "Items for Decision"*
- o Add Agenda item #11- Rural Water Association Report*
- o Add Agenda item #12- FEMA Status Report*

The motion carried unanimously.

Public Hearings

None

Items for Consent

1. Approval of Minutes

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

- o August 2, 2011- Regular session*
- o August 23, 2011- Special session*

- 2. Adoption of Resolution Appointing Library Advisory Board Members**
To adopt resolutions appointing/reappointing the following Library Advisory Board Members:
 - Appointing- Anne Walters
 - Appointing- Dean Corbett
 - Re-Appointing- Clare Flangan
- 3. Adoption of Resolution Appointing Planning Board Member**
To adopt a resolution appointing a Planning Board Member
- 4. Adoption of Ordinance Amending the FY 2011/2012 Budget**
To adopt an ordinance amending the FY 2011/2012 budget to cover necessary expenditures for work performed for the purpose of well testing for well #5
- 5. Adoption of Resolution Authorizing the Sale of Surplus Property**
To adopt a resolution authorizing the sale of surplus property on online auction
- 6. Adoption of Resolution to Appoint Agents to Execute Grant**
To adopt a resolution appointing Town Manager James Smith and Mayor Robert Evans as agents for the Town to execute documents for the CDBG Small Business Entrepreneurial Assistance Grant number 10-C-2197.
- 7. Adoption of Resolution to Authorize Filing of 50/50 Grant Application**
Agenda item moved below under "Items for Decision"
- 8. Amendment to the Library Internet Use Policy**
To amend the Library Internet Use Policy to include the addition of the wireless internet (WiFi) access, free to its patrons with their own personal laptops, PDA's or other devices.

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

- *Approved the minutes from the following meetings:*
 - *August 2, 2011 (regular meeting)*
 - *August 23, 2011 (special meeting)*
- *Adopted Resolution (2011) 1134, Appointing Advisory Board Member-Farmville Library Board (Anne W. Walters)*
- *Adopted Resolution (2011) 1135, Appointing Advisory Board Member-Farmville Library Board (Dean Corbett)*
- *Adopted Resolution (2011) 1136, Re-Appointing Advisory Board Member-Farmville Library Board (Clara Flanagan)*
- *Adopted Resolution (2011) 1137, Appointing Advisory Board Member-Planning Board Commission (Keith Modlin)*
- *Adopted Ordinance (2011) 727, An Ordinance Amending the FY 2011/2012 Budget Ordinance- Water Fund*
- *Adopted Resolution (2011) 1138, Resolution Authorizing the Sale of Surplus Property on Online Auction*

- *Adopted Resolution (2011) 1139, Appointing Agents for the Town to Execute Documents with Regard to the CDBG Small Business Entrepreneurial Assistance Grant number 10-C-2197*
- *Approved the Town of Farmville, Library Internet Use Policy as amended. The motion carried unanimously.*

Items for Decision

7. Adoption of Resolution to Authorize Filing of 50/50 Grant Application

Utility Systems Manager Carroll Griffin requested adoption of a resolution authorizing the filing of an application for FY 2011 Drinking Water State Revolving Fund (DWSRF) to Public Water Supply Section. Griffin explained Farmville is eligible for a 50/50 grant for a new “Green Reserve” program that allows funds to be requested for installation of automatic meter reading (AMR) system.

Commissioner Dixon made a motion to adopt Resolution (2011) 1140, Authorizing Filing of FY 2011 DWSRF Application to Division of Water Resources- Public Water Supply. The motion carried unanimously.

9. Phase 1D- Contract No. 7 Change Order & Capital Project Budget Ordinance

Chris Mooring, from McDavid Associates, requested approval of the final adjusting change order and project budget to close-out the GUC Phase 1D- Contract No. 7 project.

Commissioner Dixon made a motion to approve Phase 1D- Contract No. 7 Change Order and to adopt Resolution (2011) 1141, Amending Capital Project Budget Ordinance for Water System Improvements- Phase 1D. The motion carried unanimously.

10. Special Assistant to the Town Manager Job Description

Town Manager Smith presented a job description for a Special Assistant to the Town Manager for Economic Development.

After a general discussion, Commissioner Moore made a motion to move forward with the job description, advertise and in the interview process, there be a representative from the Chamber of Commerce, the Farmville Development Partnership, the Economic Development Council and the Town Manager. The motion carried 3 to 2, with Commissioners Moore, Barrow and Shackelford voting in the affirmative and Commissioners Baker and Dixon voting in the negative.

11. Rural Water Association Report

Town Manager Smith gave an overview of the water and sewer rate data and the need to increase rates in the future based on current debt levels.

12. FEMA Status Report- Paul Ellis

Town Manager Smith reported that FEMA has declared Pitt County eligible for individual disaster assistance and for Public Assistance. Smith explained the Town will be reimbursed for utility restoration and debris removal.

September 6, 2011

The Board scheduled a special workshop meeting on Tuesday, October 11th at 5:00 p.m.

Commissioner Moore announced on Saturday at 9:00 a.m. at the ball field, there will be a dedication ceremony naming the ball field after James Buddy Avery.

Citizen Comments

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

On motion by Commissioner Baker, the meeting was adjourned at 9:11 p.m.

Robert L. Evans, Mayor

Attest:

Amy B. Johnson, Town Clerk