

Farmville Board of Commissioners
Special Meeting
October 11, 2011

The Farmville Board of Commissioners met in special session on Tuesday, October 11, 2011 at 5:00 p.m. in the Municipal Building Courtroom with Mayor Robert L. Evans presiding. Present for the meeting were Commissioners John Baker, Jamin Dixon, John Moore, Jake Barrow and David Shackelford; Town Manager James Smith and Town Clerk Amy Johnson.

Mayor Evans called the meeting to order at 5:00 p.m.

1. Report from Nicole Smith, Principal of H.B. Sugg and Sam D. Bundy Schools

Nicole Smith, Principal of H.B. Sugg and Sam D. Bundy Schools, presented an overview of what and how the schools are doing. She stated they have a new thing called "Read 3D" in every Kindergarten classroom. She stated she asked each grade to give her a "wish list" of their needs/wants and she viewed that a starting place if funds became available.

The Board asked Mrs. Smith to bring the schools "wish lists" to the Town Board on a regular basis so they are informed of the needs of the school and will keep them in mind when planning for their annual budgets.

Mayor Evans stated that Superintendent Dr. Beverly Reep was unable to attend this evening but wished to reschedule at a later time.

The Board requested the Mayor setup a special meeting time with Dr. Reep.

2. Report on Status of Wastewater Treatment Plant Sludge Dewatering and Drying Equipment- James Shoulders and Gerald Brennan of United Water Company

James Shoulders updated the Board on the current status of the sludge belt press and dryer operation.

Mr. Shoulders stated there has been a problem for years with finding plastic particles in the sludge which has to be cleaned out before going into the dryer. He also explained in order for the dryer to continue to work they need more flow of sludge which would require a re-piping from the waste activated sludge to the dryer. Mr. Shoulders also mentioned the heat problem of the building and how it needs to be addressed.

After a general discussion, Commissioner Dixon made a motion to authorize McDavid Associates to prepare a proposal for the ventilation and re-piping and for Water Supervisor Jeff Stancil to find the source of the plastic particles problem in the sludge. The motion carried unanimously.

3. Report of Findings- Robert Segal, CPA

Robert Segal provided a status report of his work performed to date. He stated he reviewed all checks issued by the Town between January 18, 2011 and March 2, 2011 and a variety of other financial documents including bank statements, utility billing reports, tax scrolls and privilege license lists. Segal stated based upon a budget of almost \$30 million, our findings are a very small percentage of the overall budget:

less than .2% of the total budget. Segal added that compared to other small municipal clients, this percentage finding is exceptional and our staff should be commended for their fiduciary responsibility toward the Town's assets.

Segal stated the largest results are related to the collection and billing of solid waste. He said when there is a significant difference between the number of units billed by the Town and the number of units being collected by the waste company, when ideally they should be the same number. He reported that both numbers were incorrect and the Town was not billing enough and Waste Industries was billing too much.

4. Report on Status of the Aquifer Study- Richard Spruill

Town Manager Smith reported that no information has been received to date regarding this agenda item. Smith reported that the aquifer is recovering at a rapid rate which would allow the Town to purchase less water from Greenville Utilities.

5. Report on Status of the Plans for the Athletic Facility Improvements- PARTF Grant- McDavid Associates

Rich Moore updated the Board on the status of the PARTF grant and stated the Board needs to adopt a capital project budget ordinance and authorize McDavid Associates to begin the design work by execution of engineering agreement.

Town Manager Smith stated Finance Director Amy Johnson had prepared the installment financing bid for the Town's portion of the matching grant.

6. Dinner Break

The Board recessed for a dinner break at 7:00 p.m. and reconvened at 7:30 p.m.

7. Updates on Major Projects

Town Manager Smith updated the Board on the status of the CDBG Small Business Entrepreneurial grant. He stated we received the \$250,000 grant in July 2011, but since the application was filed back in December 2010, the financial statements of both companies needed to be resubmitted. Smith added that Pitt Community College Small Business Center is helping Truck and Auto to resubmit their financial statements but Transco has requested a thirty day extension.

8A. Resolution Endorsing the Application of the Town of Farmville for a Pedestrian Planning Grant

Town Manager Smith stated the Town applied for a planning grant in 2010 but was unsuccessful at that time. Smith stated he was optimistic that the current application, prepared with the assistance of the Mideast Regional Planning Commission, will be successful.

On motion by Commissioner Dixon, the Board adopted Resolution (2011) 1146, Endorsing the Application of the Town of Farmville for a Pedestrian Planning Grant. The motion carried unanimously.

8B.Resolution Re: Aquifer Monitoring Wells

Paul Ellis requested adoption of a resolution to enter into an agreement between the Town of Farmville and the North Carolina Division of Water Resources to install seven monitoring wells at the Marlboro Well Site location.

On motion by Commissioner Baker, the Board adopted Resolution (2011) 1147, Aquifer Monitoring Wells. The motion carried unanimously.

8C.Resolution Re: Pitt County Hazard Mitigation Plan

Paul Ellis requested adoption of a resolution to approve the Pitt County Hazard Mitigation Plan which deals with flood insurance.

On motion by Commissioner Dixon, the Board adopted Resolution (2011) 1148, Pitt County Hazard Mitigation Plan. The motion carried unanimously.

9. Presentation on Status of Prepaid Utilities Program- Carroll Griffin

Carroll Griffin updated the Board on the status of the prepaid utilities program. He stated he hoped to have it up and running by the first of the year. Griffin also stated he would be back to the Board at the upcoming board meeting for approval of rules and policies on the program.

10.Presentation on Status of Tornado and Hurricane Debris Cleanup Expenses and Reimbursements from FEMA- Paul Ellis

Paul Ellis presented a report regarding the cost and reimbursement from FEMA on the Tornado that came through Farmville on April 16, 2011. Ellis reported that the cleanup from the Hurricane was almost near completion. He continued by stating he is in the infant stages of filing reports with FEMA for reimbursement of expenses incurred from the Hurricane.

11.Presentation on Utility Payments and Receivables 2010 versus 2011- Amy Johnson

Amy Johnson updated the Board of the balance of uncollectible utilities and compared the difference between 2010 and 2011.

The Board indicated their concern over the rise of over \$100,000 in the utilities balance due for over 90 days in the past year.

Town Manager Smith stated that, hopefully, the collection agency will be able to help with decreasing the high balance due.

12.Presentation on Budget Management and Board Approval of Expenditures- Jim Smith and Amy Johnson

Town Manager Smith stated that all Department Heads are responsibility for maintain their budgets. He said that Amy Johnson monitors the budgets on a monthly basis and provides budget amendments as needed. Smith also stated that any purchase over \$75 or more requires approval of a purchase order.

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On motion by Commissioner Dixon, the meeting was adjourned at 9:02 p.m.

Robert L. Evans, Mayor

Attest:

Amy B. Johnson, Town Clerk