

**Town of Farmville
Board of Commissioners
November 5, 2013**

The Farmville Board of Commissioners met in regular session on Tuesday, November 5, 2013 at 6:30 p.m. in the Municipal Building Courtroom with Mayor Robert L. Evans presiding. Present for the meeting were Commissioners John Baker, Richard Hicks, John Moore, David Shackelford and Jamin Dixon; Town Manager David Hodgkins; Town Clerk Amy B. Johnson and Town Attorney Christopher Edwards.

Mayor Evans called the meeting to order at 6:30 p.m.

Mayor Evans called for a moment of silence to remember the following whom has passed on: Bertie Mae Gorham and James O. "Buddy" Avery

Reverend Mickey Fields, of the New Life Church in Farmville, offered the invocation which was followed by the pledge of allegiance to the flag.

Citizen Presentations

Mayor Evans recognized Aa'Ishah Salaam, who resides at 4015 South Main Street.

She expressed her concern over the lack of advertisement of public meetings. She stated the meetings needed to be more consistently advertised to make citizens more aware.

Benny Heath, Vice-Chair of the Greene County Board, spoke to say this was his first time attending the Town of Farmville Board of Commissioner's meetings. He recognized Mayor Evans and stated he had worked with him for many years and was very much honored to have worked with him.

Town Manager Hodgkins stated he had no comments at this time.

Finance Director Amy B. Johnson presented the financial report for the month of September, 2013.

Town Manager Hodgkins stated he had no additions/deletions to the evening's agenda.

Public Hearing

None

Items for Consent

1. Approval of Minutes

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

- October 1, 2013 Regular session

2. Appoint Advisory Board Member- Dogwood Festival Advisory Board

To adopt a resolution to re-appoint the following members to serve on the Dogwood Festival Advisory Board:

- Dan Taylor
- Denise McLawhorn
- Richard Hicks

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

- *Approved the minutes from the October 1, 2013 regular session*
- *Adopted Resolution (2013) 1227, Re-Appointing Advisory Board Member-Dogwood Festival Advisory Board (Dan Taylor)*
- *Adopted Resolution (2013) 1228, Re-Appointing Advisory Board Member-Dogwood Festival Advisory Board (Denise McLawhorn)*
- *Adopted Resolution (2013) 1229, Re-Appointing Advisory Board Member-Dogwood Festival Advisory Board (Richard Hicks)*

The motion carried unanimously.

Items for Decision

3. Bicycle Rack Grant

Steven Hardy-Braz stated he would like to enter a contest sponsored by Performance Bicycle on behalf of the Town of Farmville. He explained that four communities around North Carolina will be awarded a new bicycle rack as part of the contest.

Commissioner Dixon made a motion to authorize Steven Hardy-Braz to file the grant application on behalf of the Town of Farmville. The motion carried unanimously.

4. Boys and Girls Club Lease

Town Manager Hodgkins presented the revised Boys and Girls Club lease and recommended a start date of January 1, 2014.

Commissioner Moore made a motion to approve the proposed lease agreement, with the Boys and Girls Club, as presented, with changing the start date to January 1, 2014. The motion carried unanimously.

5. Downtown Committee Report

Town Manager Hodgkins presented the recommendations from the Downtown Committee.

Commissioner Hicks made a motion to authorize expenditure of funds, to ask for more substance on utilities and to place Façade Grants under further review of the Board. The motion carried unanimously.

6. Request to serve alcohol at afterhours fundraising event- Farmville Public Library

Library Director David Miller requested permission to serve alcohol, in addition to catered appetizers, at an afterhours fundraising cocktail party at the Library on Thursday, January 30th at 6:30 p.m.

Commissioner Moore made a motion to approve the serving of beer and wine at the Library for the occasion requested. The motion carried unanimously.

7. S. Ellis Hankins Municipal Administration Scholarship

Mayor Evans stated the NC League of Municipalities and the UNC School of Government have created the S. Ellis Hankins Municipal Administration Scholarship in honor of NCLM Executive Director Ellis Hankins who is retiring in January. Evans further stated the scholarship will provide financial assistance to municipal employees from around the state who may not be able to attend the School of Government's Municipal Administration course due to financial hardship. Evans said the NCLM is asking member municipalities to consider making a contribution to this scholarship fund.

Commissioner Moore made a motion to approve a contribution of \$200 to the S. Ellis Hankins Municipal Administration Scholarship. The motion carried unanimously.

8. Plans and Specifications for Pump Station and Force Main for Marlboro Free Will Baptist Church

Charles Joyner, from McDavid Associates, requested approval of the plans and specification for the Pump Station and Force Main for Marlboro Free Will Baptist Church.

Commissioner Shackelford made a motion to adopt Resolution (2013) 1230, Resolution Owner's Approval of Plans and Specifications and Authorization to Receive Bids, Marlboro Free Will Baptist Church Sanitary Sewer Improvements. The motion carried unanimously.

9. Acceptance of Right-of-Way Dedications- Wilco Hess Project

Van Lewis, from McDavid Associates, stated Wilco Hess has constructed a convenience store on US 258 which has yet to open for business due to issues with the Town of Farmville, NCDOT and a neighboring property owner. Lewis stated as part of the agreement to get the store open, Wilco Hess and adjacent landowners Marvin and Sharon Horton have agreed to dedicate right-of-way to the Town of Farmville for use as public streets, which will serve adjacent properties as well as any future development that occurs to the rear of the Wilco Hess location. Lewis further stated that acceptance of the dedications by the Town will clean up a confusing situation on site and allow for indisputable public access to the land on either side of the Wilco Hess site as well as land to the rear of Wilco Hess that may be developed in a commercial manner in the future.

Commissioner Hicks made a motion to accept the right of way dedication subject to the Planning Board's approval. The motion carried unanimously.

10. Wastewater Treatment Plant Sludge Drying Facility

Rich Moore, from McDavid Associates, updated the Board on long-term sludge management options at the Wastewater Treatment Facility. Sludge Management options presented as follows:

- Continue non-use of facility
- Install improvements (\$350,000) and use facility to produce Class A sludge. Project cost is eligible through USDA and the State

After a general discussion, Commissioner Hicks made a motion to adopt Resolution Authorizing Financial Application Wastewater Treatment Facility, Sludge Drying Facility Improvements. The motion failed 1 to 4, with Commissioner Hicks voting in the affirmative and Commissioners Dixon, Baker, Moore and Shackelford voting in the negative.

11. Wastewater Treatment Plant Evaluation

Rich Moore reported that as a part of McDavid's evaluation of the Wastewater Treatment Plant in regards to alternatives related to the sludge drying facility, they recommend the 201 Facilities Plan for the WWTP be updated and a 5- year Capital Improvement Plan be prepared. Moore reported the cost estimate to be \$60,000. Moore stated the Water Infrastructure Fund offers Wastewater Reserve Technical Assistance Grants.

He requested the Board consideration towards authorizing an application for Financial Assistance for the Technical Assistance Grant for the Wastewater Treatment Plant.

Commissioner Dixon made a motion to table the filing of the grant application until after the Board hears from United Water on their presentation. The motion carried unanimously.

12. Options of Airing Farmville Board Meetings on Public Broadcast Channel

IT Director Brian Spehar provided the Board with options for broadcasting the monthly Board Meeting on the Public Broadcast network.

Commissioner Moore made a motion to approve Option #3.

Commissioner Moore withdrew his motion.

The Board requested for Spehar to explore internet feed options and short-term taping to see if board likes it before committing to a long-term agreement.

13. Criminal Background Check Policy

Town Manager Hodgkins stated one of the recommendations provided by HCC Public Risk Control Representative John Graveley is for the Town to begin Criminal Background Checks on all new hires in order to reduce potential liability for the Town and to keep the working environment safe for all employees and visitors.

Commissioner Hicks made a motion to approve the Criminal Background Check Policy. The motion carried unanimously.

14. Tobacco and Smoke-Free Policy

Town Manager Hodgkins stated he came across a memo banning smoking from Town buildings and Town vehicles and found a No Smoking Policy approved at the

September 1, 2009 meeting. Hodgkins further stated no written policy was found. He requested approval the Tobacco and Smoke-Free Policy.

Commissioner Baker made a motion to approve the Tobacco and Smoke-Free Policy. The motion carried unanimously.

15. Business Credit Card Policy

Town Manager Hodgkins stated one of the suggested policies by John Graveley was the Business Credit Card Policy.

Commissioner Dixon made a motion to approve the Business Credit Card Policy. The motion carried unanimously.

16. Communities of Distinction TV

Town Manager Hodgkins stated a representative from USM Studios in Florida contacted him in late September wanting to learn more about the Town of Farmville for a television series they were putting together for “Communities of Distinction TV.” Hodgkins explained the Town would have to pay a \$24,800 scheduling fee to participate.

Commissioner Hicks made a motion to deny it the request.

Citizen Comments

Mayor Evans asked for citizen comments.

There were no comments.

On motion by Commissioner Shackelford, the meeting was adjourned at 9:12 p.m. The motion carried unanimously.

Etsil S. Mason, Mayor

Attest:

Amy B. Johnson, Town Clerk