

**Town of Farmville
Board of Commissioners
December 3, 2013**

The Farmville Board of Commissioners met in regular session on Tuesday, December 3, 2013 at 6:30 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, Richard Hicks and David Shackelford; Town Manager David Hodgkins; Town Attorney Bill Lewis; Town Clerk Amy B. Johnson.

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: Fred Tyson, Cathy Lockamy, Wilton Earl Price and Trey Peaden.

Reverend Tim Leggett, of the Spring of Living Waters Church in Farmville, offered the invocation which was followed by the pledge of allegiance to the flag.

Approval of Minutes

Mayor requested approval of the following minute(s):

- November 5, 2013- Regular session

Commissioner Hicks made a motion to approve the November 5, 2013 regular session minutes as written. The motion carried unanimously.

Mayor Evans said that he appreciated being able to serve the Town for the past sixteen years and expressed his gratitude. He stated that although the job has been challenging, it has also been highly gratifying as well.

Mayor Evans introduced the Honorable John B. Lewis, Jr., to administer the oaths of office.

The Honorable John B. Lewis, Jr. administered the oaths of office for Commissioner Jamin Dixon, David Shackelford and Mayor Etsil S. Mason.

Town Manager Hodgkins presented Mayor Robert L. Evans with a plaque recognizing his sixteen years of service to the Town of Farmville and also presented him with his gavel.

Mayor Evans thanked everyone again for allowing him to serve for the past sixteen years. He said it had been a pleasure.

Mayor Evans called a brief recess at 6:45 p.m. The meeting reconvened at 6:55 p.m.

Mayor Mason opened the floor for nominations for Mayor Pro Tempore.

Commissioner Hicks made a motion to nominate Commissioner David Shackelford for Mayor Pro Tempore. The motion carried unanimously.

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

Town Manager Hodgkins commented that the new industry coming to Town had been finalized. He said the name was Natural Blend Vegetable Dehydration. Hodgkins

reminded the Board about the Christmas Tree Lighting and Taste of Farmville to be held Friday, December 6th and Hodgkins reminded the Board of the Farmville Christmas parade to be held Saturday, December 14th. He also mentioned an open house for the new sidewalk improvements on Monday, December 9th at the Farmville Community Center sponsored by Mid-East Commission.

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

Town Manager Hodgkins requested for the following to be added to the evening's agenda:

- Agenda item #2A- Adoption of Resolutions for Advisory Board Appointments to Dogwood Festival
- Agenda item #2B- Establish Date for CDBG Public Hearing
- Agenda item #6- House Donation- 3543 South Barrett Street

Commissioner Hicks made a motion to add the above item to the evening's agenda. The motion carried unanimously.

Items for Consent

2. Adoption of Resolution Appointing Advisory Board Member- Tree & Community

To adopt a resolution to re-appoint the following member to serve on the Tree and Community Advisory Commission:

- Jess Heizer

2A. Adoption of Resolutions for Advisory Board Appointments to Dogwood Festival

To adopt the following resolution for appointments to the Dogwood Festival Board:

- Rick Langley
- Robert L. Evans

2B. Establish Date for CDBG Public Hearing

To establish Tuesday, December 17 at 6:30 p.m. as the date for the CDBG Public Hearing.

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

- *Adopted Resolution (2013) 1231, Re-Appointing Advisory Board Member-Tree and Community Appearance Commission (Jess Heizer)*
- *Adopted Resolution (2013) 1232, Appointing Advisory Board Member-Farmville Dogwood Festival Advisory Board (Rick Langley)*
- *Adopted Resolution (2013) 1233, Appointing Advisory Board Member-Farmville Dogwood Festival Advisory Board (Robert L. Evans)*

- *Approved date for CDBG Public Hearing*

The motion carried unanimously.

Items for Decision

3. Records Retention Policy Amendments

Mayor Mason requested approval of the requested amendments to the Town's records retention policy to remain in compliance with state law.

Commissioner Dixon made a motion to approve the requested amendments. The motion carried unanimously.

4. Approval of Interlocal Tax Collection Agreement- Pitt County/ Adoption of Resolutions

Mayor Mason requested approval of the Interlocal Tax Collection Agreement with Pitt County and adoption of requested resolutions.

Commissioner Shackelford made a motion to approve the Interlocal Tax Collection Agreement with Pitt County, to adopt Resolution (2013) 1234, Town of Farmville Resolution Authorizing Interlocal Tax Collection Agreement with Pitt County to Collect Town's Taxes and to adopt Resolution (2013) 1235, Town of Farmville Resolution Directing Tax Collector not to Collect Ad Valorem Taxes when Original Principal Amount Due is \$3.00 or Less. The motion carried unanimously.

5. Board of Commissioners Annual Retreat

Mayor Mason asked the Board to establish the annual retreat dates.

Commissioner Moore made a motion to establish Tuesday, February 25, 2013 at 8:00 a.m. as the date for the annual retreat and Wednesday February 26, 2013 as needed. The motion carried unanimously.

6. House Donation- 3543 South Barrett Street

Developmental Services Director Paul Ellis stated that Gloria Williams will like to donate her property located at 3543 South Barrett Street to the Town of Farmville. Ellis reported the property has no lien and the Town may do what they wish with the structure and land.

Commissioner Shackelford made a motion to accept the house donation from Gloria Williams. The motion carried unanimously.

Citizen Comments

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

Gloria Williams thanked the Board for accepting her house donation.

December 3, 2013

On motion by Commissioner Hicks, the Board adjourned at 7:27 p.m. The motion carried unanimously.

Etsil S. Mason, Mayor

Attest:

Amy B. Johnson, Town Clerk