

May 11, 2020 (REGULAR MEETING)

Minutes of the regular meeting of the Mayor and Board of Commissioners of the Town of Elkin, May 11, 2020, 6:00 p.m. at the Heritage Center conference room.

Present: Mayor Sam Bishop, Commissioners Cecily McCulloch, Robert Ball, Jeff Eidson and Tommy Wheeler. (Excused: Commissioner Will Gwyn)

Also present: Town Manager Brent Cornelison.

Mayor Bishop welcomed everyone and noted the following:

- Board members were acknowledged by roll call:
  - o Commissioner Eidson
  - o Commissioner McCulloch
  - o Commissioner Ball
  - o Commissioner Wheeler
  - o Commissioner Gwyn is absent. Is there a motion to excuse Commissioner Gwyn?
    - Commissioner Eidson made a motion to excuse Commissioner Gwyn from tonight's meeting. There were no questions. Upon a second by Commissioner Ball, the motion was unanimously approved with Commissioners Eidson, Ball, McCulloch and Wheeler voting in favor of this motion.
- Tonight's meeting is being held at the Heritage Center conference room in order to follow Governor Cooper's guidelines regarding social distancing.
  - o Attendees are limited to the Mayor, Commissioners and Town Manager.
  - o Others, including town staff and the public, are attending by connecting through Zoom.
- Public comments:
  - o Only one person at a time will be allowed to speak to the Board.
    - Police Chief Monroe Wagoner is attending the meeting from the Heritage Center lobby.
      - He will allow only one person at a time to enter the meeting room to address the Board.
        - o This will ensure we adhere to Governor Cooper's requirement prohibiting mass gatherings of more than ten persons.
    - Public comments could be mailed or emailed to the town clerk until noon today to be read to the Board during this meeting.
- When commissioners speak during the meeting, they are to identify themselves.
- The following are joining the meeting through Zoom:
  - o Assistant Town Manager and Recreation and Parks Director Adam McComb
  - o Town Attorney Raymond Parker
  - o Town Clerk Cathie Tilley
  - o Public Works Director Robert Fuller

- Fire Chief Kevin Wilson
- Economic Dev/Planning Director Leslie Schlender
- Interim Finance Director Lisa Salmon

**CONSENT AGENDA (Tab A)**

- Minutes of March 6, 2020 (Annual Retreat)
- Minutes of March 9, 2020 (Regular Meeting)
- Minutes of March 18, 2020 (Recessed Meeting)
- Approve Audit Contract with Martin Starnes and Associates for 2019-20 fiscal year

There were no questions regarding the consent agenda. A motion by Commissioner Wheeler to approve the Consent Agenda was seconded by Commissioner Eidson and was unanimously approved.

**SPECIAL RECOGNITION**

- Town Manager Cornelison:
  - Reminded the Board that Finance Director John Holcomb is retiring effective May 18, 2020.
  - Introduced Lisa Salmon (attending meeting via Zoom)
  - Explained he had worked with Ms. Salmon at Statesville.
  - Told the Board Ms. Salmon has agreed to serve the Town of Elkin as Interim Finance Director for a few months.
    - Noted she will also assist him through the process of hiring a new full-time Finance Director.

**PUBLIC COMMENTS**

- Mayor Bishop opened the Public Comments
  - He read a letter from Mr. Jim Ipock regarding the town's water rates.
- There being no other comments, Mayor Bishop closed the Public Comments period.

**MAYOR AND BOARD COMMENTS FOR STAFF**

- Commissioner Ball:
  - Thanked our Police Department and Fire Department staff for maintaining the safety and security of our town as they navigate the challenges associated with COVID-19.
  - Also expressed appreciation to the Recreation and Parks Department staff for their maintenance of our trails which have seen increases in usage as we are realizing the importance of being active in the outdoors during these challenging times.
- Commissioner Wheeler:
  - Echoed Commissioner Ball's comments and added appreciation to our Public Works staff because our residents are working in their yards creating a higher than usual demand for brush pickup.
    - He thanked these employees for keeping up with these requests while providing their normal services.
- Commissioner Eidson:

- Echoed Commissioner Ball's and Commissioner Wheeler's comments and expressed appreciation to all town staff for continuing to provide services as expected from our residents.
- Reminded residents that they can schedule a truck for brush pickup.
- Mayor Bishop:
  - Echoed the comments from other board members and stated he especially appreciates the town's annual bulk pickup event.
  - Expressed appreciation to town staff for fulfilling their obligations to our town while adapting to extraordinarily different working environments.

## **REGULAR MEETING**

1. *Consider Approving the Waiving of Penalties for Businesses as Was Done for Residential in Executive Order 124 (Town Manager Cornelison)*
  - Executive Order 124 suspended disconnections on residential water accounts and suspended applying late fees for amounts that come due on or after March 31, 2020, through June 1, 2020.
    - We must offer residential customers one or more reasonable payment plan options to pay any regularly occurring user charges that come due between March 31, 2020 and June 1, 2020, and must allow residential customers at least six months from the termination of Executive Order 124 to pay off any delinquent amounts accumulated during this 60-day period (or longer if the Executive Order is extended).
  - Would like to extend this mandate to include our local businesses.
  - Commissioner McCulloch made a motion to apply the abovementioned mandates in Executive Order 124 to our local businesses. There were no questions. Upon a second by Commissioner Ball, the motion was unanimously approved with Commissioners McCulloch, Ball, Eidson and Wheeler voting in favor of this motion. (Commissioner Gwyn was excused from this meeting.)
  
2. *Set a Public Hearing for Monday, June 8<sup>th</sup> to Consider Adopting the 2020-21 Budget Ordinance (Town Manager Cornelison)*
  - Our timeline for our budget requires setting a public hearing to approve the budget ordinance.
  - We have scheduled a Budget Workshop for May 14<sup>th</sup> here at the Heritage Center at 3:30 p.m.
  - Staff suggests setting the public hearing to consider our budget ordinance for our regular meeting scheduled for June 8, 2020.
  
3. *Consider a Request from the Yadkin Valley Sewer Authority to Delay the Last Interest Payment Due June 2020 (Town Manager Cornelison)*
  - Referenced request from YVSA to postpone their final payment (for interest from prior Elkin project loan) that is due next month (June).
  - They have paid three of their quarterly payments.
  - YVSA is requesting they be allowed to have until June 2021 to complete the final payment.
    - Amount of final payment is fourteen thousand, four hundred, forty-seven dollars and nineteen cents (\$14,447.19).

- Staff was asked for their recommendation.
  - o Staff recommends YVSA make final payment as currently scheduled (June 2020).
- Commissioner Wheeler stated the Town is losing money, too (due to COVID-19).
- Commissioner Eidson stated the Town needs to collect the payment as scheduled and be done with this matter.
- Mayor Bishop asked for a motion to grant a waiver to allow the Yadkin Valley Sewer Authority to postpone paying their final payment to the Town of Elkin.
  - o There was no motion.
    - The request was defeated due to the lack of a motion.

#### **ADVISORY BOARDS (Town Manager Cornelison)**

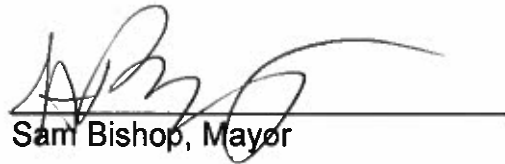
- Consider Approving Lyle Sacco to Fill a Vacant Position on the Elkin Library Board:
  - o We received one application for this vacancy.
    - Was from Lyle Sacco
  - Commissioner Eidson made a motion to appoint Lyle Sacco to fill the vacancy on the Elkin Library Board. There were no questions. Upon a second by Commissioner McCulloch, the motion was unanimously approved with Commissioners Eidson, McCulloch, Ball and Wheeler voting in favor of this motion. (Commissioner Gwyn was excused from this meeting.)
- Consider Reappointing Woody Faulk to the YVSA Board:
  - o Dr. Faulk's term is up in June.
    - He has agreed to serve another three-year term if reappointed.
  - o Commissioner Wheeler made a motion to reappoint Dr. Faulk to another three-year term on the Yadkin Valley Sewer Authority. There were no questions. Upon a second by Commissioner Ball, the motion was unanimously approved with Commissioners Wheeler, Ball, McCulloch Eidson voting in favor of this motion. (Commissioner Gwyn was excused from this meeting.)

#### **MANAGER UPDATES (Town Manager Cornelison):**

- Reopening:
  - o Town Hall:
    - Plan to reopen town hall effective May 22<sup>nd</sup> unless the governor issues another Executive Order extending Phase One of his reopening plan.
  - o Recreation and Parks:
    - Adam (McComb) has contingency plans that will allow anything from a partial reopening to a complete reopening.
      - Staff has worked diligently during shutdown to complete jobs that can fall to the wayside due to time constraints during normal operations.
  - o Our Police Department, Fire Department and Public Works have been wide open as always.

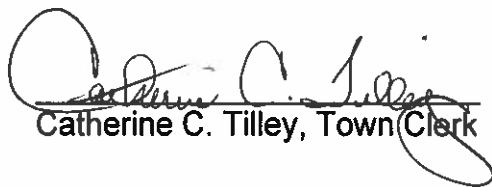
- Some town staff has been and continues to work from home.
- Explore Elkin and town staff continue to work with our local school system.
- We will recognize long-service local officials once we can get back to a normal meeting environment.

There being no further business, Commissioner Eidson made a motion to recess until 3:30 p.m. on Thursday, May 14<sup>th</sup> at the Heritage Center. Upon a second by Commissioner McCulloch, the motion was unanimously approved. The Board recessed at 6:30 p.m.



Sam Bishop, Mayor

Attest:



Catherine C. Tilley, Town Clerk