

August 10, 2020 (REGULAR MEETING)

Minutes of the regular meeting of the Mayor and Board of Commissioners of the Town of Elkin, August 10, 2020, 6:00 p.m. at the Heritage Center conference room.

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

Also present: Town Manager Brent Cornelison, Town Clerk Cathie Tilley and Town Attorney Raymond A. Parker (attending through Zoom).

Mayor Bishop welcomed everyone and noted the following:

- Board members were acknowledged by roll call:
 - o Commissioner Eidson (through Zoom)
 - o Commissioner McCulloch
 - o Commissioner Ball
 - o Commissioner Wheeler
 - o Commissioner Gwyn
- 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 Mayor Bishop, Commissioners McCulloch, Ball, Gwyn, Wheeler, Eidson (through Zoom), Town Manager Brent Cornelison, Town Attorney Raymond A. Parker (through Zoom), Interim Finance Director Lisa Salmon, Town Clerk Cathie Tilley and *Tribune* Editor Bill Colvard.
 - o Department Heads in Attendance in the Heritage Center lobby are interim Public Works Director Travis Butcher (Robert Fuller retired), Police Captain Josh Tulbert and Officer Brooks (Police Chief Monroe Wagoner is out of town) and Fire Chief Kevin Wilson. Recreation and Parks Director Adam McComb is managing the Zoom meeting. Planner Sarah Harris is attending as Economic Development/Planning Director Leslie Schlender is out of town.
 - o The public may attend by connecting through Zoom
- Public Comments:
 - o Only one person at a time will be allowed to speak to the Board.
 - Police Captain Josh Tulbert will only allow one person at a time to enter the meeting room to address the Board.
 - This will ensure we adhere to Governor Cooper's requirement prohibiting mass gatherings of more than ten persons.
 - o 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.

CONSENT AGENDA (Tab A)

- Minutes of July 13, 2020 (Regular Meeting)
- Approve Budget Amendments 2021-05, 2021-06, 2021-07 and 2021-08 (included as Exhibits A, B, C and D respectively)

Mayor Bishop asked for consideration of the Consent Agenda. A motion by Commissioner Wheeler to approve the Consent Agenda was seconded by Commissioner Ball and was unanimously approved with Commissioners Wheeler, Ball, McCulloch, Gwyn and Eidson voting in favor of this motion.

SPECIAL RECOGNITIONS

- Town Manager Cornelison introduced Travis Butcher as Interim Public Works Director.
 - o Explained Travis has been filling in since Kevin Wilson moved from Public Works to the Fire Department.

PUBLIC COMMENTS

- Mayor Bishop opened the public comments period.
 - o Speaking were:
 - Andrae Dehaan, 303 Gwyn Avenue
 - Tim Dehaan, 3030 Gwyn Avenue
- There being no other comments, Mayor Bishop closed the Public Comments period.

MAYOR AND BOARD COMMENTS FOR STAFF

- Commissioner Ball:
 - o Expressed appreciation for staff and first responders/front line workers.
- Commissioner Wheeler
 - o Echoed Commissioner Ball's comments.
- Mayor Bishop:
 - o Expressed appreciation for staff and town manager.
 - o Mentioned the way the Town of Elkin and the Town of Jonesville work together and is especially proud of the way they include diverse cultural perspectives.
 - o Invited everyone to the Rotary meeting Wednesday morning at 7:45 a.m.
 - He, Commissioner Wheeler, Commissioner Ball and West Caudle will each have six minutes to address the group regarding their platforms in the upcoming election.
 - Mayor Bishop, Commissioner Wheeler, Commissioner Ball are incumbents and Mr. Caudle is a candidate for commissioner.
 - Meeting usually starts at 8:00 a.m.
 - o Appreciates those who are filling positions on an interim basis.
- There being no other comments, Mayor Bishop closed the Comments for Staff period.

REGULAR MEETING

1. *Receive a presentation by AECOM and consider adopting the Bicycle and Pedestrian Plan (Sarah Harris)*
 - Summarized the vast amount of work that has been done the past eighteen (18) months to get to this point with the Town of Elkin Bicycle and Pedestrian Plan.
 - o Acknowledged the support and commitment of Key Partners, Town of Elkin Mayor and Commissioners, Steering Committee, NC DOT and the consultant team from AECOM Technical Services of NC.
 - She introduced Todd McAulliffe, Senior Planner with AECOM, who presented the following information regarding the Plan:
 - o Overview
 - o Community Vision
 - o Goals
 - o Existing Conditions
 - o Proposed Projects
 - o Proposed Network including a map of proposed corridors
 - o Priority Projects (presented a list along with pictures)
 - o Talked about other projects
 - o Discussed key action steps including adopting the Town of Elkin Bicycle and Pedestrian Plan
 - There was thought-provoking discussion during and following Mr. McAulliffe's presentation.
 - o Although the Steering Committee was tasked with determining five projects to be categorized as priority, Mr. McAulliffe stressed that all projects are important.
 - o Ms. Harris discussed the process and cost to amend town ordinances and policies along with identifying and applying for funding sources.
 - o Town Manager Cornelison will consider some advisory board members who have been working on this project to serve on a Bicycle and Pedestrian Advisory Committee.
 - This committee will meet regularly, implement the plan and report annually to the Town Board of Commissioners.
 - Following discussion, Commissioner McCulloch made a motion to approve the Town of Elkin Bicycle and Pedestrian Plan as presented. There were no questions. Upon a second by Commissioner Ball, the motion was unanimously approved. (A copy of this Plan will be maintained in the Town Clerk's office.)
2. *Consider approving a shelter to be built at the Yadkin Valley Community School (Chief Wilson)*
 - This item will be considered at a later time if needed.
3. *Consider approving a temporary construction easement for Barry Huff so he can install windows in the side of his building located at 113 North Bridge Street (Town Manager Cornelison)*
 - Explained Mr. Huff wants to install windows in his building.
 - o Needs a temporary construction easement (15') from the Town of Elkin in order to get to his property to do this work.

- Easement will terminate upon completion of construction or six months from the date of the execution of the easement whichever comes first.
- Commissioner McCulloch made a motion to approve the requested temporary construction easement as presented. There were no questions. Upon a second by Commissioner Ball, the motion was unanimously approved (copy included as Exhibit E).
- 4. *Receive an update concerning the Lassiter Property in Wilkes County (Town Manager Cornelison)*
 - Reminded everyone of the presentation to the Board of Commissioners at our meeting on January 14, 2019, where the Piedmont Land Conservancy (PLC) provided the following information:
 - PLC was applying for a Clean Water Management Trust Fund grant to use to purchase a piece of property (241 acres) from the Lassiter Family.
 - Property is located in Wilkes County on Highway 21 Near Stone Mountain and includes the headwaters of the Big Elkin Creek.
 - PLC owns adjacent property (56 acres) that was donated by the Chatham Family.
 - PLC's goal was to combine both tracts of property and gift it to the Town of Elkin to use for low-impact recreational activities.
 - PLC is ready to transfer this property to the Town of Elkin.
 - We will be preparing a Memorandum of Understanding between the Town of Elkin and the Elkin Valley Trails Association for them to manage the property and the trails for the town.
 - Town Manager Cornelison reminded the Board that PLC offered this property to the State Park System and Wilkes County.
 - Neither of them wanted the property.

MANAGER UPDATES (Brent Cornelison)

- Additional discussion from Public Comments period:
 - Will try to meet with Mr. Dehaan.
 - This was the first time he had seen the information regarding the use of the Heritage Center.
 - We provide police and fire protection at events in town for the safety of our citizens.
 - Commissioner Eidson asked to address the Board:
 - Explained that Explore Elkin along with some local churches were working to have a CommUNITY walk through Elkin and Jonesville.
 - West Caudle, founder of Yadkin Valley Community Matters, requested his group join and work together in organizing the CommUNITY walk.
 - As the event became more political, Explore Elkin withdrew from the event, and it became a Yadkin Valley Community Matters event.

- Commissioner Eidson participated in the event, and personally provided refreshments.
- Executive Order Regarding Water Penalty Fees:
 - Reminded the Board that Governor Cooper issued Executive Order No. 124 that prohibited utility shut-offs, late fees and reconnection fees and mandated providing a payment plan (six months) for any delinquencies occurring during the period beginning March 31, 2020 and ending sixty days afterwards unless the Executive Order was extended.
 - On May 30, 2020, Governor Cooper extended Executive Order 124 for another sixty days.
 - Letters will go out this week to water customers who will be on the payment plan.
 - We have followed all the directions from the School of Government regarding this matter.
 - Will be working to collect all these bills.
 - There are 211 customers who will be on the payment plan (will total approximately \$72,000).
 - If they miss a payment, the balance will be due in full.
 - Customers have to keep their current water bills paid in full while making their payments.
- West Main Street:
 - For the past few weeks, we have been getting comments from residents about limbs falling from the Bradford Pear trees along West Main Street.
 - Several residents want the town to remove the trees.
 - Duke Energy will take down trees near their power lines.
 - Have gotten estimates, and it will cost one thousand dollars (\$1,000) per tree to have them removed.
 - To remove all trees will cost approximately twenty thousand dollars (\$20,000).
 - Waiting to hear back from Duke Energy.
 - Some residents have already had trees taken down.
 - Looking back in minutes (1979-1990), there was never any discussion during town board meetings about the town owning the trees.
 - Jim Poindexter planted, or had, the trees planted.
 - There was no agreement for the town to take care of them.
 - We will be talking with Duke Energy and Century Link to see what we can get worked out.

Mayor Bishop stated the Board would be going into closed session in accordance with G.S. 143-318.11(a)(6) to discuss a personnel matter. He stated the board does not expect any decisions to be made tonight when they return to open session.

Before going into closed session, Mayor Bishop addressed the issue of masking. He stated Elkin School System, Hugh Chatham Memorial Hospital and other civic business have approved this.

Commissioner Wheeler made a motion to go into closed session in accordance with G.S. 143-318.11(a)(6) to discuss a personnel matter. Upon a second by Commissioner McCulloch, the Board went into closed session at 6:50 p.m.

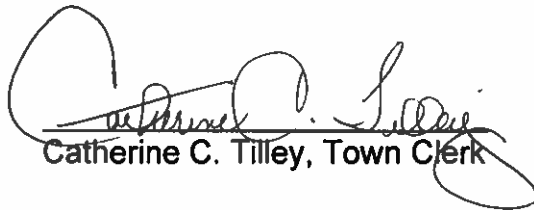
The Board returned to open meeting at 7:10 p.m. Mayor Bishop reconvened the regular meeting.

There being no further business, Commissioner Wheeler made a motion to adjourn. Upon a second by Commissioner Ball, the motion was unanimously approved. The Board recessed at 7:10 p.m.



Sam Bishop, Mayor

Attest:



Catherine C. Tilley, Town Clerk