

**TOWN OF SELMA
REGULAR COUNCIL MEETING
JERNIGAN BUILDING
110 E ANDERSON STREET
AUGUST 8, 2017**

PRESENT: Mayor Cheryl Oliver, Mayor Pro-Tem Jackie Lacy, Councilmember Tommy Holmes, Councilmember William Overby, Councilmember Mark Petersen, Town Manager Jon Barlow, and Town Attorney Alan “Chip” Hewett.

OTHER STAFF PRESENT: Finance Director Karen Johnson, Planning/Economic Development Director Julie Maybee, Police Chief Richard Cooper, Fire Chief Phillip McDaniel, and Town Clerk Brenda Thorne.

CONVOCATION: Mayor Oliver called the meeting to order at 6:00 p.m. and declared a quorum was present.

Mayor Oliver led in prayer.

PLEDGE TO FLAG: Mayor Pro-Tem Jackie Lacy led in the pledge of allegiance to the flag.

APPROVAL OF AGENDA: Mayor Oliver asked that the Closed Session be removed from the agenda.

A motion was made by Councilmember William Overby and seconded by Councilmember Mark Petersen to approve the agenda as amended. Motion carried unanimously.

CONSENT AGENDA:

Minutes
Amended June 13, 2017 Minutes, Pages 15-17
Regular Council Meeting – July 11, 2017
Closed Sessions – July 6, 2017 and July 11, 2017

A motion was made by Mayor Pro-Tem Jackie Lacy to approve the Consent Agenda as presented.

Councilmember William Overby stated that on the July 11, 2017, under the Attorney Report, he would like to see the details of the voting scenarios completely spelled out. He said that this would move Town Council toward a policy on the voting rules.

Attorney Hewett has advised Town Council and staff that the Selma Town Council Rules of Procedure would be revised to include voting procedures at the September 12, 2017 Regular Council Meeting.

Councilmember William Overby stated that in the Closed Session Minutes of July 6, 2017, he would have liked to have seen more details including the contract, which was the topic of discussion.

Mayor Oliver requested that the July 6, 2017 Closed Session Minutes be reviewed to make sure that it includes a statement that meeting was for evaluation of the new Town Manager's contract.

Councilmember William Overby seconded the motion to approve the consent agenda. Motion carried unanimously.

**RECOGNITIONS/
PRESENTATIONS –**

**Recognition of David
Allen, Smithfield-Selma
High School Principal and
Chris Germanoski, Selma
Middle School Principal:**

Chris Germanoski, Principal of Selma Middle School, thanked Town Council for allowing him to speak tonight. He said that the school was starting with small things to increase the involvement from the community and from the parents. Mr. Germanoski stated that he looked forward to working with the Town and the community.

Mayor Oliver stated that David Allen, Principal of Smithfield-Selma High School was currently not present. She said that if Mr. Allen should come in later that she recognize him at that time.

**Civic Center Update –
Ann Williams:**

Ann Williams stated that she wanted to give Town Council an update on the Civic Center Project. She said that Lexan has been installed over the window. She said that it was rock-proof, so the historic windows are now protected.

Ms. Williams stated that the roof renovation was now complete. She said that the Civic Center Committee picked out an aged redwood. Ms. Williams stated that the contract price for this work was \$19,565, but noted to Council that they expected the final price to increase since the roof was old even though there were no leaks inside. She said that in the specifications, the contractor was to notify the Committee as to the amount of additional material that was being purchased. Ms. Williams stated that the contractor ended up purchasing about \$2,600 of additional lumber and incurred over \$5,000 of additional labor. She said that half of the labor costs were donated back to the Town. Ms. Williams stated that the final price was \$26,027, which was an increase of \$6,463. She said that she wanted to commend DLT Roofing, owned by David Tedder, for the great job that was done on this project. Ms. Williams stated that enough shingles were purchased to cover the restroom addition and porches due to the possibility of the shingles being discontinued.

Ms. Williams stated that the next item was the trim on the gable ends of the building. She said the original trim boards were

1x12x16' boards, which have curled over the years. Ms. Williams stated that these boards were replaced with solid PVC trim boards that would not rot, split, curl, or need painting. She said that the louvers were covered with plywood, which were painted. Ms. Williams thanked the Electric Department for use of the bucket truck to get this work done.

Ms. Williams stated that the boxing area under the overhang has been painted. She said that they finally look forward to replacing the doors and porches, which would complete the exterior of the building.

Ms. Williams stated that in the past 30 days, the Civic Center Committee has received good financial news. She said that they have received \$2,500 from the C.B. Jones Foundation in Raleigh from Jim and Julie Jones in honor of David and Katie Jones. Ms. Williams stated that Julie Jones is her sister and wanted to give some money to the project.

Ms. Williams stated that the Committee received another \$2,500 from Dominion Energy, a partner in the Atlantic Coast Pipeline project. She said that she appreciated Steve Reed featuring a picture in *The Selma News*.

Ms. Williams stated that last week, the Committee was notified that it had received a \$25,000 grant based on an application that was filed in July with the Johnston County Visitor's Bureau. She said that this brings their total contribution to \$30,000. Ms. Williams stated that the Visitor's Bureau grant is based on reimbursement. She said that a copy of a bill that was paid that equals \$25,000 or more should be sent to the Visitor's Bureau for reimbursement of \$25,000. Ms. Williams stated that a bill was sent today for the roof; therefore, in the next few days the \$25,000 would be back in that account.

Ms. Williams stated that the Civic Center Committee has met with the Johnston County Building Inspections Department, and they have approved the preliminary plans. She said that since this would be a building open to the public, they must have sealed drawings. Ms. Williams stated that the pages must carry the seal of a licensed engineer. She said that the Committee has contacted Shane Puckett, who is a licensed engineer from Holly Springs, N.C. Ms. Williams stated that Mr. Puckett has agreed to bring the drawings up to State Code with all the required schedules and drawings. She said that Mr. Puckett would then seal the drawings at a cost of \$5,000. Ms. Williams stated that they would like to have approval from Town Council to hire Mr. Puckett to do the engineering drawings for

mechanical and electrical so that the plans can be completed and a building permit obtained. She said that Mr. Puckett has agreed to receive no money until the plans are approved by the Johnston County Building Inspections Department. Ms. Williams stated that Mr. Puckett will sit with Committee members at that meeting and make changes as necessary.

Ms. Williams stated that once they have the permit, they plan to build the restroom addition. She said they have received quotes from Adams Concrete for the materials for the construction, and would soon be taking quotes for block masons. Ms. Williams stated that it has been decided to build this out of split-faced block, which is used on Lowe's and Walmart. She said that the brick probably could not be matched. Ms. Williams stated that if they use brick, then sheetrock would have to be used inside the restroom. She said that she has never built a restroom for the public using sheetrock. Ms. Williams stated that their plans are to use the block and paint it.

Ms. Williams stated that the Committee has approached Interstate Glass about the doors. She said that there are three doorways into the building, which are all exactly the same size as far as the opening. Ms. Williams stated that they are 10' tall and 64" wide. She said that they would like to install glass door fronts like at Town Hall.

Ms. Williams stated that the Committee was also getting prices to build the concrete porches. She said that the existing porches do not meet any codes.

Ms. Williams stated that the Civic Center Committee was still applying for grants. She said that the Committee was excited with the next 30 days being full of work and opportunity.

Ms. Williams requested approval from Town Council to hire Shane Puckett to finish and seal the drawings.

A motion was made by Councilmember Mark Petersen and seconded by Mayor Pro-Tem Jackie Lacy to approve the hiring of Shane Puckett to finish and seal the Civic Center drawings at a cost of \$5,000.

Councilmember Overby asked if there were funds available to cover this cost.

Finance Director Karen Johnson stated that a budget amendment would need to be done. She said that it would be available once

they receive the \$25,000 from the Johnston County Visitor's Bureau.

Ms. Williams stated that the fund has about \$20,000 without the Johnston County Visitor's Bureau contribution.

Motion carried unanimously.

**Introduction of New
Selma Firefighter Royce
Noble:**

Fire Chief Phillip McDaniel stated about three years ago, an intern program was started to help students going to school obtain their firefighters or EMT certification. He said that it has been a successful program. Chief McDaniel stated that the program provided gear, equipment, insurance, and fee waivers to attend school at Johnston Community College. He said that Royce Noble took advantage of that program two years ago.

Fire Chief McDaniel stated that Mr. Noble was from Archer Lodge, and was a second generation Firefighter. He said that Mr. Noble has been a great asset, and would be a benefit for a long time.

Mr. Noble stated that he appreciates the opportunity, and looks forward to a long career in Selma.

**OPEN FORUM/
CITIZENS' REQUESTS –
Trash – Susanne Poté:**

Susanne Poté was unable to attend tonight's meeting.

**PLANNING &
ECONOMIC
DEVELOPMENT –
Blighted Property Report
with Updated Notes on
Status/Resolution:**

Planning/Economic Development Director Julie Maybee stated that the Town has a good partnership with the Johnston County Inspections Department in dealing with some of the Town's dilapidated properties. She said that recently, a house at the end of Pine Street owned by Piedmont Gas was demolished. Ms. Maybee stated that at the last Council meeting on the closed report, there were a couple of questions from Town Council. She said that Item #47 on the closed report, which was a complaint filed in 2015. Ms. Maybee stated that the Johnston County Inspections Department made contact with the tenant to look at the property; however, the tenant moved, and the complaint was closed.

Ms. Maybee stated that Item #48 was on Massey Street in which a permit was obtained. She said that permit was valid until December 19, 2017. Ms. Maybee stated that this would continue to be monitored, and would end up complying with the State building code.

Ms. Maybee stated that on the open report, Item #1 – 404 Brevard Street, the property has been sold. She said that a new title search needed to be done, and they would have to start back over.

Ms. Maybee stated that Item #5 (313 Ricks Road) in the open cases, a building permit was obtained in March 2017 to remodel the manufactured home.

Ms. Maybee stated that they were still working with the property at 603 River Road. She said that there was fire damage, and they are in the process of getting quotes to get the property demolished.

Ms. Maybee stated that at the property located at 106 Dr. Martin Luther King Way, the owner, Ms. Brinkman is preparing to secure the finances to get that building addressed.

Mayor Oliver asked if there was any timeframe discussed with Ms. Brinkman after which code enforcement would begin going into effect.

Ms. Maybee stated that she has been trying to work with Ms. Brinkman in getting that property secured. I can provide Town Council another update if she is narrowing down as to when she is going to address it.

Mayor Oliver asked for an update next month.

Ms. Maybee stated that on the house next door to Ms. Brinkman, the Fire Department addressed that building by burning it, but there had to be an asbestos inspection, a permit obtained, and the debris hauled off. She said Ms. Brinkman was doing this in support of a family member.

Mayor Pro-Tem Lacy asked if Ms. Maybee was able to contact anyone about Item #2 (816 South Sumner Street).

Ms. Maybee stated that when the fines reach \$1,000, the issue would be turned over to the Town Attorney to take the property owner to court.

Councilmember Overby asked if they were close to \$1,000.

Ms. Maybee stated that she would provide that information at the next Council meeting.

**Announcement of Ribbon
Cutting – September 26,
2017 at 10 a.m.:**

Planning/Economic Development Director Julie Maybee stated that on September 26, 2017 at 10 a.m., a ribbon cutting ceremony will be held at Bailey Feed Mill to recognize and celebrate the completion of an innovative ethanol project.

**TOWN MANAGER'S
REPORT &
RECOMMENDATIONS –
Revised Utility Safety
Manual for the Electric
Department 16th Edition:**

Town Manager Barlow stated that periodically the American Public Power Association (APPA) would update its safety manual for municipal electric departments. He said that Electric Utility Director Donald Baker has received the latest update.

Mr. Baker stated that the Electric Department currently has the APPA Safety Manual, which is updated every two to three years. He said that Town Council has already approved the adoption of the APPA Safety Manual for the Electric Department. He said that what was being presented tonight was the new edition. Mr. Baker stated that each Electric Department employee is given a safety manual, and they sign a form that they received it.

Mayor Oliver asked if there were any items that would be a budgetary concern.

Mr. Baker stated that there were not any at this time.

A motion was made by Councilmember William Overby and seconded by Councilmember Tommy Holmes to approve the APPA Safety Manual Edition 16 as presented. Motion carried unanimously.

**NCDOT Utility Relocation
Agreement:**

Town Manager Barlow stated that this was part of the Ricks Road widening project. He said that most of the project was going to be designed, bid, and managed under the NCDOT budget. Mr. Barlow stated that there was one portion, the relocation of the overhead electric lines, they do not want to manage. He said that Mr. Baker has already started doing a lot of the engineering design work, and is preparing to go out to bid to keep up with NCDOT's timeline of 2018. Mr. Barlow stated that the project was 100% reimbursable, and includes everything that was spent in last Fiscal Year's budget amendments. He said that there were some water/sewer lines that need relocation; however, that would be part of the NCDOT contract.

Councilmember Overby asked if this was just the poles and power lines along Ricks Road.

Mr. Baker stated that this was the first project. He said that there was another project in the budget for the widening of Buffalo Road. Mr. Baker stated that would be later on this year and was not part of this budget.

A motion was made by Councilmember Mark Petersen and seconded by Councilmember William Overby to approve a utility relocation agreement with NCDOT for the purpose of being

refunded for costs associated with relocating the electric overhead facilities within the Ricks Road project. Motion carried unanimously.

**Shell Fleet Gas
Purchasing:**

Town Manager Barlow stated that he was recently approached by the owner/operator of the new Shell service station (New Dixie). He said that the Town is being asked if would like to participate in its fleet card program to purchase fuels for the Town's various motorized equipment. Mr. Barlow included the packet of information in Town Council's agenda, and gave Town Council an idea of how the card system works.

Mr. Barlow stated that there was no contract. He said that if the Town was interested they could use as little or as much as they like and could stop use at any time. He said that it operates similar to the system the Town currently has, and would not replace the use of Marathon. Mr. Barlow stated that for the first year, the Town would benefit by receiving a discount of \$0.20 off the pump price. He said that according to New Dixie that would be handled at the Shell Corporate level, and would be sent to the Town monthly.

Mayor Oliver stated that another plus was they have certain types of fuel that are typically not available locally.

Mr. Barlow stated that the emissions levels that are required on new diesel engines need an additive called DEF. He said that the Town has to purchase the additive somewhere else and add it to the diesel trucks that have that type of emission system. Mr. Barlow stated that this would be a nice alternative, and would be cheaper to acquire that type of fuel at the pump.

Councilmember Overby asked if Marathon was already putting that additive in the diesel.

Electric Director Donald Baker stated that its newest truck runs off the additive. He said that the truck has a separate tank, and staff purchases the additive from a parts store.

Councilmember Overby asked that the recommended action be changed to just submit the application. He said that there were some things in the package that has gray lines that he was not sure about. Councilmember Overby stated that once you apply, you receive your card. He said that once you receive your approval of credit, you will also receive an agreement with the card. Councilmember Overby stated that he would like to see that what that agreement is going to be. He said that he didn't mind doing the application, but would like to go into deeper details. Councilmember Overby stated

that in the package it states that the maximum rebate on diesel fuel purchases is \$300 per billing cycle. He said that this was like a contract that you do not know what is in there yet. Councilmember Overby stated that the Town would be dealing with a bank instead of an individual person.

Town Manager Barlow stated that the agreement would be through Shell Fleet Card Services. He said that each vehicle would have a card, and each employee would have a personal pin number so the Town would know who was getting fuel at that time.

Councilmember Overby stated that there were no fees on the Marathon cards, and questioned if there were any fees on the Shell Fleet card.

Town Manager stated he did not believe there was a fee.

Councilmember Overby questioned if the highest off the pump price was \$0.03.

Town Manager Barlow stated that the first year, the Town was guaranteed \$0.20, but after that it would be \$0.03 to \$0.06 depending on volume.

Councilmember Overby stated it was sign the agreement, and they would tell the Town what it is later.

Town Manager Barlow stated that there was no term agreement. He said that if Town Council did not like the program, they would not have to use it. Mr. Barlow stated that there was no cost to participate in the program, and he would confirm that.

Councilmember Overby stated that he would like to see the prices on fuels at both the Marathon and New Dixie, because the prices were different at both places. He said that New Dixie was about \$0.14 higher on diesel and \$0.08 to \$0.10 higher on gasoline.

Town Manager Barlow stated that staff would get the application filled out, and would bring back the information that Town Council is looking for. He said that once the application is made, Shell would send out the cards.

Mayor Oliver stated that it could be determined then how much or how often they are used. She said that Town Council would look at the agreement that comes with the cards. Mayor Oliver stated that the first step is the authorization of application for the Shell Fleet Card program. She said that they would look to the new Town

Manager as to when the cards are received and get answers to any questions asked tonight.

Councilmember Holmes stated that his concern was when severe storms come was Shell going to provide and guarantee the Town to have fuel. He said that if there was a fuel shortage, was Shell going to guarantee the Town to have fuel to operate.

Mayor Oliver stated that she thought this was brought up in some earlier discussions, and they talked about doing that for communities. She said that if the Town uses them, they are not being used as a sole source.

Councilmember Overby stated that was another thing he would like to see was how it was planned to do that.

Mayor Oliver stated that was what they would look to the new Town Manager (who is the chief purchasing agent) to keep an eye as to cause, quantity, and benefit; and would report back to Town Council.

Councilmember Holmes stated that if the power was out, Shell would send a truck to make Town vehicles have fuel to operate. He said that there were many factors that needed to be considered before jumping into a contract.

Mayor Oliver stated that New Dixie has proven to be very community oriented, in the same way that the Marathon and other companies have.

A motion was made by Mayor Pro-Tem Jackie Lacy and seconded by Councilmember Mark Petersen to submit an application only to the Shell Fleet Card program for services at New Dixie. Motion carried unanimously.

**Committee Appointments
– Historic Properties
Commission:**

Town Manager Barlow stated that two applications have been received for appointment to the Historic Properties Commission. He said that the applicants are Sherry Lane of 105 North Green Street and Rose Marie Evans of 302 North Green Street.

Mayor Oliver stated that Chairman Ray Jaklitsch has approved both applicants.

A motion was made by Councilmember William Overby and seconded by Councilmember Mark Petersen to appoint both Sherry Lane and Rose Marie Evans to the Historic Properties Commission. Motion carried unanimously.

Street Paving List:

Town Manager Barlow stated that the 2018 Town of Selma street paving list is about ready to go to bid for this year's project. He said that Town Council has appropriated \$200,000 in this year's budget. Mr. Barlow stated that included in their agenda for tonight was a map that shows the streets for the paving contractors to base their bids on. He said that Public Services Director Alex Fuller used last year's unit cost to estimate costs for those streets on the map. Mr. Barlow stated that staff plans to present those bid results at the September 2017 meeting for Town Council's consideration.

Councilmember Petersen asked that Martin Luther King, Jr. Way, which ties together Ethel Street and Brevard Street, to be considered.

Councilmember Overby stated that the Town does a poor job on advertising for bids. He said that he would like to see who actually receives the notification of whom this bid request is going out to. Councilmember Overby stated that he has several people who say their name is on the list, but they do not get the request.

Town Manager Barlow stated that several requests for bid are sent out, but only one or two are received. He said that he would have Public Services Director Alex Fuller keep up with what is mailed versus what is received.

Budget Amendments:

Finance Director Karen Johnson stated that Budget Amendment #1 was for replacement of a motor for a mower.

Councilmember Overby asked if anyone knew what mower this was for, how old the mower was, or if it was for a new or old mower.

Ms. Johnson stated that she thought it was for Parks and Recreation, but was not sure. She said that she would look into.

Mayor Oliver asked that staff follow up on Councilmember Overby's questions, and asked that future Budget Ordinance Amendments be identified.

Town Manager Barlow advised that the account was 10-5600.

Ms. Johnson stated that was Public Works; not Parks and Recreation.

Councilmember Overby asked if there was a reason why the Public Services budget could not cover it.

Ms. Johnson stated that the expense was coming from the same fund, but they needed to move funds from one line item to another to cover this expense.

A motion was made by Councilmember William Overby and seconded by Councilmember Mark Petersen to approve Budget Amendment #1. Motion carried unanimously.

**TOWN OF SELMA
BUDGET ORDINANCE AMENDMENT #1
FISCAL YEAR 2017/2018**

BE IT ORDAINED by the Town Council of the Town of Selma, County of Johnston, State of North Carolina, and meeting in Budget Session this 8th day of August 2017, that the Town Budget adopted on June 22, 2017, for FY 2017/2018 is hereby amended and adopted:

Section I. To amend the General Fund (Fund 10) for unanticipated/unbudgeted revenues and expenses during FY 2018. The Town's General Fund (Fund 10) accounts are to be amended as follows:

<u>Account No.</u>	<u>Debt</u>	<u>Credit</u>	
10-5600-4990 Equipment/Not Capital (E)		1,000	Decrease
10-5600-3510 Maint & Repair – Bldg (E)	1,000		Increase

Section II. Copies of this Budget Ordinance Amendment shall be furnished to the Town Clerk, the Budget Officer, and the Finance Officer, and shall be available for public inspection and audit.

Adopted this 8th day of August 2017.

Finance Director Karen Johnson stated that Budget Ordinance Amendment #2 was to cover the balance of Bill Wilder's services. She said that the funds were in last Fiscal Year's budget, and was in the Town's Fund Balance. Ms. Johnson stated that it needed to be included in this Fiscal Year's budget.

A motion was made by Councilmember Mark Petersen and seconded by Councilmember William Overby to approve Budget Ordinance Amendment #2. Motion carried unanimously.

**TOWN OF SELMA
BUDGET ORDINANCE AMENDMENT #2
FISCAL YEAR 2017/2018**

BE IT ORDAINED by the Town Council of the Town of Selma, County of Johnston, State of North Carolina, and meeting in Budget

Session this 8th day of August 2017, that the Town Budget adopted on June 22, 2017, for FY 2017/2018 is hereby amended and adopted:

Section I. To amend the General Fund (Fund 10) for unanticipated/unbudgeted revenues and expenses during FY 2018. The Town's General Fund (Fund 10) accounts are to be amended as follows:

<u>Account No.</u>	<u>Debt</u>	<u>Credit</u>	
10-4100-3990 Contract Services (E)	8,000		Increase
10-3990-0000 Fund Balance (E)		8,000	Increase

Section II. Copies of this Budget Ordinance Amendment shall be furnished to the Town Clerk, the Budget Officer, and the Finance Officer, and shall be available for public inspection and audit.

Adopted this 8th day of August 2017.

Finance Director Karen Johnson stated that Budget Ordinance Amendment #3 was to move funds to cover the Civic Center roof repairs.

A motion was made by Councilmember Mark Petersen and seconded by Councilmember William Overby to approve Budget Ordinance Amendment #3. Motion carried unanimously.

**TOWN OF SELMA
BUDGET ORDINANCE AMENDMENT #3
FISCAL YEAR 2017/2018**

BE IT ORDAINED by the Town Council of the Town of Selma, County of Johnston, State of North Carolina, and meeting in Budget Session this 8th day of August 2017, that the Town Budget adopted on June 22, 2017, for FY 2017/2018 is hereby amended and adopted:

Section I. To amend the General Fund (Fund 10) for unanticipated/unbudgeted revenues and expenses during FY 2018. The Town's General Fund (Fund 10) accounts are to be amended as follows:

<u>Account No.</u>	<u>Debt</u>	<u>Credit</u>	
10-4190-3512 Selma Civic Center (E)	35,000		Increase
10-3833-0003 Donations to Selma Civ Ctr(E)		35,000	Increase

Section II. Copies of this Budget Ordinance Amendment shall be furnished to the Town Clerk, the Budget Officer, and the Finance Officer, and shall be available for public inspection and audit.

Adopted this 8th day of August 2017.

**Budget Ordinance
Amendment #4:**

Finance Director Karen Johnson stated that Budget Ordinance Amendment #4 stated that not enough funds were included in one fund (Sewer Fund) to cover its portion of the software contract. She said that this budget ordinance amendment was transferring \$500 from the fund balance.

A motion was made by Councilmember William Overby and seconded by Councilmember Mark Petersen to approve Budget Ordinance Amendment #4. Motion carried unanimously.

**TOWN OF SELMA
BUDGET ORDINANCE AMENDMENT #4
FISCAL YEAR 2017/2018**

BE IT ORDAINED by the Town Council of the Town of Selma, County of Johnston, State of North Carolina, and meeting in Budget Session this 8th day of August 2017, that the Town Budget adopted on June 22, 2017, for FY 2017/2018 is hereby amended and adopted:

Section I. To amend the Sewer Fund (Fund 61) for unanticipated/unbudgeted revenues and expenses during FY 2018. The Town's Sewer Fund (Fund 61) accounts are to be amended as follows:

<u>Account No.</u>	<u>Debt</u>	<u>Credit</u>	
61-7110-4400 Software Contract (E)	500		Increase
61-3990-0000 Fund Balance (E)		500	Increase

Section II. Copies of this Budget Ordinance Amendment shall be furnished to the Town Clerk, the Budget Officer, and the Finance Officer, and shall be available for public inspection and audit.

Adopted this 8th day of August 2017.

Financial Reports:

Town Manager Barlow stated that this was the first month of the Fiscal Year. He said that with July being the first month of the Fiscal Year, a lot of revenue would not be collected, such as property taxes that come later on into the year. He said that there was plenty of fund balance. Mr. Barlow stated that the General Fund expenditures were consistent at 8 percent.

Mr. Barlow stated that the Water Fund was consistent with sales at 7 percent.

Mr. Barlow stated that the Sewer Fund was off to a good start compared to last year. He said that the Town should continue making improvements in the Sewer Fund. Mr. Barlow stated that

the Town has not received a bill from Johnston County for July's wastewater treatment.

Mr. Barlow stated that in the Electric Fund, the revenues were at 8 percent with expenditures at 7 percent. He said that the first bill cycle with the new electric rates went out at the end of July.

Mr. Barlow stated that the Central Depository was about \$900,000 better in July 2017 than July 2016.

**David Allen, Principal of
Smithfield-Selma High
School:**

Principal David Allen of Smithfield-Selma High School stated that with the widening of Booker Dairy Road, the NCDOT came to them with a site proposal to update the front entry. He said that this change would improve traffic flow in front of the school.

Mr. Allen stated that the roofing project has been started. He thanked the Johnston County Board of Education for working with the Local Government Commission on borrowing funds for those repairs. Mr. Allen stated that this would be an 18-month project.

Mr. Allen stated that the new restroom/changing facility has not been started yet, but is expected to be completed in November 2017.

Mr. Allen stated that the last project that is being started is the heating/air controls and handlers, which would last until December 2017.

Mr. Allen stated that he was excited about what they are able to continue to do to grow Smithfield-Selma High School, and to make the community proud. He thanked Town Council for its support.

Mayor Pro-Tem Lacy asked if a stop light would be between the two schools.

Mr. Allen stated that there would be a light installed. He said that as you turn right away from the school, the road would be expanded in that direction toward the Charter School. Mr. Allen stated that the goal was to get some of the Charter School traffic off Booker Dairy Road as well. He said that there is also going to be a connection on the back end of that road to Buffalo Road. Mr. Allen stated that this was going to make things a lot safer for everyone.

Town Council thanked Mr. Allen for attending tonight's meeting.

**TOWN ATTORNEY'S
REPORT –
Update on the Boys &
Girls Club:**

Attorney Hewett asked the Town Clerk to add the update of the Town Council Rules of Procedure to the September Council meeting agenda.

Town Attorney Hewett stated that with the devastation caused by a storm, it was determined that the Boys & Girls Club had to abandon the building it was in. He said that the building was not salvageable. Attorney Hewett stated that insurance claims were submitted. He said that the total claim that was paid to the Boys & Girls Club was \$25,895.88, which in turn paid the Board of Education the claim since they were the owner of the building.

Attorney Hewett stated that Fire Chief McDaniel was working with the Board of Education to do a control burn to demolish the building. He said that in terms of the Town, everything is resolved. Attorney Hewett stated that because there are lease agreements, he recommended formally terminating the Town's Lease with the Johnston County Board of Education and the Town's Sublease with the Boys and Girls Club.

A motion was made by Councilmember Mark Petersen and seconded by Councilmember Tommy Holmes to terminate the Town's Lease with the Johnston County Board of Education and Sublease with the Boys and Girls Club for property located at 609 North Pollock Street. Motion carried unanimously.

**MAYOR'S REPORT &
RECOMMENDATIONS –
New Town Manager's
Contract:**

Mayor Oliver stated that she was presenting tonight the new Town Manager's contract for formal adoption. She said that the signature page has already been signed by the new Town Manager.

A motion was made by Councilmember Mark Petersen and seconded by Councilmember William Overby to approve the new Town Manager's contract effective August 28, 2017. Motion carried unanimously.

**Public, Educational, and
Government (PEG)
Channel Request:**

Mayor Oliver stated that this was a follow up from a recent work session. She said that Marjorie Regan was continuing to explore the opportunity for the Town of Selma to have a PEG Channel. Mayor Oliver stated that Town Council was provided information that Ms. Regan had gathered. She said that a letter was needed to proceed any further. Mayor Oliver asked for Town Council's approval of the letter that was included in their packet, which requests two public access channels for programming in Selma.

A motion was made by Councilmember William Overby and seconded by Councilmember Mark Petersen to approve the letter as presented. Motion carried unanimously.

**Atlantic Coast Pipeline
Update:**

Mayor Oliver stated that Councilmember Overby has mentioned that the Atlantic Coast Pipeline Foundation did provide \$2,500 in funding for the Civic Center.

Mayor Oliver stated that a major milestone was passed in that the Federal Energy Regulatory Commission (FERC) improved its environmental impact statement. She said that this was one of the last major things that needed to happen before the project could get underway. Mayor Oliver stated that a number of changes have been made to the route of the pipeline based on public input. She said that hopefully work could begin with the pipeline in 2018. Mayor Oliver stated that this would help Selma grow economically.

General Comments:

Mayor Oliver thanked Parks and Recreation for a great “5 Parks in 5 Days” and for the “Urban Beach Party”.

Mayor Oliver stated that the 150th Anniversary Committee is continuing to have events. She said that there was an upcoming dinner at the Depot on August 16, 2017. Mayor Oliver stated that the Committee has also put together the 2017 Architectural Scavenger Hunt. She said that paperwork was due back at Town Hall on August 15, 2017.

Mayor Oliver reminded everyone that the school prayer walk for the Neuse Charter School will be Sunday, August 13, 2017 at 6:00 p.m.; Selma Elementary, Sunday, August 27, 2017 at 4:30 p.m.; and Selma Middle Schools, August 27, 2017 at 5:15 p.m.

Mayor Oliver stated that the area has had some oppressively hot weather, and she wanted to thank those Town employees that brave the heat to keep serving the community.

**COUNCILMEMBERS’
REPORT &
RECOMMENDATIONS:**

Councilmember Overby stated that there was a program in place that recovers some of the cut off money through the tax fund. He said that sometime back it was agreed to show a report of how much money has been recovered.

Town Manager Barlow stated that this was only for utilities, but they could collect any fee that may be owed to the Town through Debt Setoff with a Social Security Number. He said that Finance could provide a summary. Mr. Barlow stated that the funds go into miscellaneous revenues when the Town receives a Debt Setoff payment.

Councilmember Overby requested an update on the new employees hired for cleaning sewer lines and running the camera down those lines.

Town Manager Barlow stated that Town Council did approve one new position in the Sewer Department this year. He said that a hire has not been made.

Councilmember Overby thanked Town Manager Barlow for service to Selma over the past four years.

Councilmember Petersen stated that in the July 11, 2017 minutes, it was requested to send Mr. Ron Parrish a letter about what was going on regarding Eason Street. He asked for the letter to be sent out soon.

Councilmember Petersen thanked Mr. Barlow for all that he has done. He said that the Town has a good budget, on sound financial footing, and he has done a lot for the Town.

CLOSED SESSION:

This item was removed from the agenda.

Mayor Oliver read and presented the following resolution to Town Manager Barlow in honor of his retirement from the Town of Selma.

RESOLUTION

A Resolution Honoring Jonathan Barlow

WHEREAS, Jonathan Barlow has dedicated his thirty year career to public service; and

WHEREAS, during his tenure with the Town of Selma, proven himself to be a dedicated professional of the highest caliber; and

WHEREAS, Jonathan Barlow has always demonstrated a spirit of cooperation and a readiness to share his wisdom and guidance with all he came in contact with; and

WHEREAS, through Jonathan Barlow's leadership, the citizens of the Town of Selma/Johnston County have greatly benefited from the exceptional pride Jonathan Barlow has taken in his strategic planning and management; and his integrity, courtesy, and professionalism have earned him the respect of the community, his staff, and peers.

NOW, THEREFORE, I, Cheryl L. Oliver, Mayor for the Town of Selma, North Carolina and on behalf of the Selma Town Council and the citizens of Selma/Johnston County hereby recognize and honor Jonathan Barlow for his exceptional accomplishments and his

many contributions to the citizens of Selma/Johnston County, and we wish for him a well-deserved and prosperous retirement.

This the 8th day of August 2017.

Town Manager Barlow thanked Town Council. He said that the last four years have been rewarding. Mr. Barlow stated that Selma was headed in the right direction. He said that Selma has some of the best small Town staff that he has ever worked with. Mr. Barlow stated that Selma is a wonderful place, and he would miss it.

ADJOURNMENT:

With no further business, a motion was made by Councilmember William Overby and seconded by Mayor Pro-Tem Jackie Lacy to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 7:24 p.m.

BRENDA W. THORNE, Town Clerk