

**TOWN OF SELMA
REGULAR COUNCIL MEETING
JULY 12, 2016**

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, Police Chief Richard Cooper, and Interim Town Clerk Brenda Thorne.

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

Mayor Pro-Tem Jackie Lacy offered the invocation.

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

APPROVAL OF AGENDA: Mayor Oliver requested that an amendment be made to the agenda to include 6b. Silvia Danielson request for Vick’s Park Community Project by Girl Scout Troop #963; 6c. Molly Stone of the Historic Properties Commission regarding Selma’s 150th Anniversary Polar Bear Run; and 12. Closed session meeting.

A motion was made by Councilmember Mark Petersen and seconded by Mayor Pro-Tem Jackie Lacy to approve the agenda as amended. Motion carried unanimously.

CONSENT AGENDA:

Minutes
Regular Council Meeting – June 14, 2016

A motion was made by Councilmember William Overby and seconded by Mayor Pro-Tem Jackie Lacy to approve the consent agenda as presented. Motion carried unanimously.

**RECOGNITIONS/
PRESENTATIONS –
Recognition of New
Customer Service
Representative – Cathy
Massey-Hammons:**

Finance Director Karen Johnson introduced the Town’s new Customer Service Representative Cathy Massey-Hammons.

**OPEN FORUM/
CITIZENS’ REQUESTS-**

Charles Hester of 409 East Griswold Street stated that Highway 301 from Anderson Street in Selma to Market Street in Smithfield was widened to four lanes with a turning lane some years ago. He said

Charles Hester, 409 E. Griswold Street, Code Enforcement and Planning:

that when it was done, driveway access was placed at each property where there was something. Mr. Hester stated that when something new comes along, they have to request a new driveway permit. He said that the issue is being raised again about widening Anderson Street to I-95. Mr. Hester stated that every exit off I-95 (98, 97, and 95) needed to be four lanes or more. He said that exit 97 already is because it is a part of US 70. Mr. Hester stated that it needed to be done so that THE piece of property between here and the interstate would develop and grow in size.

Mr. Hester reviewed with Council a downtown area revitalization supplement that was printed in the *Johnstonian Sun* in 1982. He recommended that they get a copy of it. He said that it talks about all sorts of things such as alley ways, sidewalks, plot renovations, etc. Mr. Hester stated that it was put together by six or seven architects at N.C. State.

Mr. Hester stated that he and his wife have invested almost \$3,000,000 in downtown Selma over the past years. He said that Selma had become their hometown, and had been here since 1955. Mr. Hester stated that they were now in the process of looking at tearing down the house across from where the American Legion Building was, and put a senior citizen handicapped accessible house to be used as a model.

Mr. Hester stated that he had been in 34 cities and countries as a marine from college up to 1977. He said that they had been in the business of construction and real estate development since then and have been in 130 counties and cities. Mr. Hester stated that they have tremendous amount of experience in developing property. He said that he was 81 years old and is still cutting grass because he is getting letters from someone here in Town. Mr. Hester reviewed with Council an approved plan by the Town of Selma, called Jamestown Office Park located at Highway 301, which includes 16 buildings. He said if they were to look at the site, the grass had been cut. Mr. Hester stated they were going to cut it sometime ago, but was going to grade if off too, and that has not been done.

Mayor Oliver asked where the site was.

Mr. Hester stated that it was 1006, 1010, and 1014 on 301 Highway. He said he received a letter for the park that is uptown. Mr. Hester stated that the Town was supposed to give the park back the way it was given to the Town per paragraph 9 of the lease agreement, but it was not. He said he cleaned up the park and at the same time, cleaned up Vick Park and behind the Jernigan Building. Mr. Hester stated that he got another letter about cleaning up behind 123 South

Raiford Street. He said that there was only 8' back there. Mr. Hester stated it was a building with no land with it, and did not know what to do about that. He said that he did not want any more letters like that. Mr. Hester stated that if they had a problem with him or any of his properties, they could go talk to him. He said that they did not have to write him a letter or threaten him. Mr. Hester stated he could say that was Police harassment.

Mayor Oliver stated that there was no threat, but was standard process. She said that letter goes out to everybody.

**Silvia Danielson, 307 N.
Sumner Street, Vick
Park Community
Project Proposal by
Girl Scout Troop #963:**

Silvia Danielson of 307 North Sumner Street, Selma stated that the proposal that she is speaking of is in regards to Girl Scout Troop #963, which meets at Edgerton Memorial Church on Anderson and Sumner Streets. She said the project they are proposing has to do with Vick Park. Ms. Danielson stated that they were looking for a plot of land or park in Selma to lend a hand. She said that there had not been many upgrades or renovations done to it. Ms. Danielson stated that they had some plans, which had been provided to Council. She said that they would like to come in during their 2016-2017 season, which begins in October and ends in May or June. Ms. Danielson stated that they would like to do some upgrades to the park. She said that most of the upgrades are artistic, creative, and colorful. Ms. Danielson stated that they wanted to bring some awareness of the history of Selma, and make it an area that is inspiring and attractive. She said that there should be an area where people that are visiting could sit to have their lunch, and have something beautiful to look at. Ms. Danielson stated that one of the things that they would like to do artistically is mosaic artwork. She said that was tiling that is done to planters. Ms. Danielson stated that the planters that are out there were perfect for this type of application. She said that her mother has been asked to make a steel sculpture for the back garden. Ms. Danielson stated that they would also like to put new plants in the back garden. She said that this was a big project, and the girls were very motivated. Ms. Danielson stated that a project like this was invaluable to their understanding of impact they can have on a community.

Mayor Oliver stated that the Appearance Committee launched with Vick Park an initial design that they are building towards, and this does not interfere in any way. She recommended that there be a link there and move forward. Mayor Oliver stated that they would appreciate the assistance.

Ms. Danielson stated that she had talked with Planning Director Maybee. She said that there have been discussions regarding

installation of picnic tables, an arbor in the back, and a fence to close off between the buildings.

Councilmember Overby stated that since this was at no cost to the Town, they should be working with the Appearance Committee.

Ms. Danielson stated that all the supplies would be donated. She said that they were getting donations of ceramics every week from the Salvation Army.

Mayor Oliver stated that she appreciated Ms. Danielson for coming forward. She said that this would be a great learning lesson for the Girl Scouts, and wished them well.

**Molly Stone, 301 N.
Brevard Street, Selma's
150th Anniversary
Celebration Polar Bear
Run by the Historic
Properties Commission:**

Molly Stone of 301 North Brevard Street stated that she was present on behalf of the Selma Sesquicentennial Celebration Committee. She said that they would like to have a Polar Bear Run in January 2017 to kick off the whole year's worth of celebration. Ms. Stone stated that they were holding a community event every month in 2017 to celebrate Selma's 150th anniversary. She said that they would like the Polar Bear Run to be the first one. Ms. Stone stated that she wanted to share with them what their plans are and also what they are hoping the Town would let them do.

Ms. Stone stated that the Polar Bear Run would take the same route that the Railroad Day's 5K Run uses so that they do not have to reinvent the wheel. She said that since this event only follows the Railroad Day's event by three months. Ms. Stone stated that they were going to have an adult friendly sanctioned race, which there are only three of four of in the central part of our state. She asked if the Town Council would let them use the Town Hall for registration an hour before the race begins so that the volunteers were not outside in the cold.

Mayor Oliver asked if they were requesting use of the Town Hall or the Jernigan Building.

Ms. Stone stated that they would like to use Town Hall due to it being so close to the start line, but any indoor spot with heat and plumbing would be perfect. She said that the Fire Department would work as well. Ms. Stone stated that the date was Saturday, January 21st. She said that they would need the Police Department to work with them to close the streets. Ms. Stone stated that she and her husband have been put in charge of this event, but have been getting information from Parks and Recreation as they need it. Ms. Stone stated that they would like to use the gazebo so that they could serve coffee and hot chocolate afterwards, and maybe some photo

opportunities. Ms. Stone stated that she was here asking if this was okay before they spent any money on it.

Mayor Oliver stated that this was on the list of events that Ms. Dina Flowers shared with Council earlier.

Councilmember Holmes recommended using the Visitor's Center or Fire Department.

Ms. Stone stated that they only needed an indoor space that is close to the start line. She said that they would not be picky, just wanted to be indoors.

Town Manager Barlow stated that there was a special event application that is used for events such as this. He asked Ms. Stone to fill out the application, and list all the information of their needs.

Councilmember Overby stated that since this event was on a Saturday, the alarm system is set in Town Hall. He said that the Fire Station would probably be the best place.

Mayor Oliver stated that she appreciated Ms. Stone and the other members of the Historic Properties Commission for planning these monthly events, and was looking forward to having a great time every month of the year in 2017.

**PUBLIC HEARINGS –
Review and
Consideration of
Amendments to Selma's
Municipal Code,
Chapter 13 – Offenses
and Miscellaneous
Provisions, Article III –
Nuisances, Sections 13-
52, 13-55 and 13-57 to
Address/Pertaining to
Chronic Nuisance
Violators, Citations, and
Service of Notices:**

Town Manager Barlow stated that this is a public hearing for the consideration of amendments to Selma's Municipal Code, Chapter 13 – Offenses and Miscellaneous Provisions, Article III – Nuisances, Sections 13-53, 13-55, and 13-57. He said that specifically these ordinance provisions are proposed to address chronic nuisance violators in accordance with North Carolina General Statutes.

A motion was made by Councilmember William Overby and seconded by Councilmember Tommy Holmes to open the public hearing. Motion carried unanimously. 6:25 p.m.

Town Manager Barlow stated that recently staff was asked to look at nuisance violations in how they could improve how staff enforces violations in Town, specifically grass. He said that was what they were addressing here was how they could improve enforcement of chronic grass violations. Town Manager Barlow stated that a number of years ago, the North Carolina General Assembly gave Town's local authority to make some changes in local ordinances in how they address the identification and handling of chronic grass violators every year. He said that this was not just common to

Selma, but is everywhere. Mr. Barlow stated that this was taking advantage of that legislation by putting it in place in the local code of ordinances. He said that it does not change how other nuisances are dealt with in Chapter 13. Mr. Barlow stated that this would drastically change how the Town notifies those that are in violation of the tall grass ordinance.

Mr. Barlow stated that staff is proposing to amend Chapter 13, Section 13-55 so that in the future, those that are considered chronic violators of tall grass (the Town has notified at least three times in a calendar year), after their third violation, the Town does not have to notify them any further, and can go ahead and abate the problem. He said that there would be a \$50 fine for every violation plus the cost of cutting the grass. Mr. Barlow stated that there have been over 200 notifications this year with quite a few of those being chronic violators.

After discussion by Council, Town Manager Barlow stated that they were going to call it clean at 2017. He said that if a property owner gets three letters for grass violations in 2017; in 2018, the Town would not have to send out any letters. Mr. Barlow stated that a chronic violator is a person who owns property, where in the previous calendar year, the city gave notice of violation on the provision regarding overgrown and/or excessive vegetation at least three times.

Mayor Oliver questioned that when it states in the previous year such as 2017, that would allude to 2016. She said that in reality they are saying the previous year issue does not come into play until 2018.

Town Manager Barlow stated that it has been suggested to start in 2017 with counting the three prior letters.

With no one from the public wishing to speak, a motion was made by Councilmember William Overby and seconded by Councilmember Tommy Holmes to close the public hearing. 6:39 p.m.

Mayor Oliver asked if they could have one notice with no fee.

Councilmember Holmes stated that seemed more reasonable.

She said that after that one time, the charges would kick in.

Councilmember Petersen asked in this case on the 16th day and since this is a first letter and the problem has not been abated, would they get a second letter?

Town Manager Barlow stated that they would not get a second letter. He said that staff would hire someone to abate the problem.

Councilmember Petersen stated that they would not be fined, but the Town would charge the fee for cutting grass.

Mayor Oliver stated that is today's policy.

Councilmember Overby asked about Town property, and asked if the Town could be written a citation.

Town Manager Barlow stated that if there is a complaint, the Town would have to deal with it.

Councilmember Overby stated that under chronic violators it has the words "previous calendar" in that description. He asked if that needed to be taken out.

Town Manager Barlow stated that if in 2017, they send out three letters to one customer, in 2018, the Town would go ahead and cut the grass, bill the customer for the citation, and for cutting the grass. He said that in 2019, they look back to 2018 and see that the Town did not send out three letters; therefore, the Town starts all over again.

Mayor Oliver questioned rental property where actual tenants are changing over time. She asked if the property owner would be the one receiving the citation since tenants change.

Town Manager Barlow stated that is refers to a chronic violator as the person that is on the tax record.

Mayor Pro-Tem Jackie Lacy asked Mr. Barlow if he was leaving "previous" in the amendment.

Town Manager Barlow stated that he would like to leave it, because that was how the enabling legislation was written.

Councilmember Overby stated that it was not the tenant being fined, but the property owner. He said that he was okay with that.

Mayor Oliver stated that if they agree that 2016 does not count, there needed to be a date specified. She said that in 2017, if they are not counting 2016, then “previous” is not correct.

Town Manager Barlow stated that it was going to start now, but in 2018, staff would look back at 2017. He said that the \$50 fine would start with the first or second citation, but would begin upon adoption.

Mayor Oliver stated that she wanted to see how this goes, and still questioned if the 15-day notice was too long of a wait.

Town Manager Barlow stated that he was confused and wanted to clarify the timeframe again. He said that if there were three notices in this calendar year. Mr. Barlow stated that in 2017, they would look back at 2016.

Mayor Oliver stated that if this did not work and did not improve the large amount of tall grass, then she would consider going back and doing ten days.

Councilmember Petersen asked how tall grass needed to be in order to be in violation.

Town Manager Barlow stated 10 inches.

Councilmember Overby stated that it was a financial burden on the Town to keep sending staff out, and to keep sending letters out.

Mayor Oliver stated that they agreed to not charge the \$50.00 fine on the first letter. She asked when that would take effect.

Town Manager Barlow stated that Council could make it effective upon adoption.

Councilmember Holmes recommended that it be made effective July 13, 2016.

A motion was made by Councilmember Mark Petersen and seconded by Councilmember Tommy Holmes to accept the ordinance with the changes that include the letters and fines going into effect 2016, and letters, fines, and automatic mowing going into effect in 2017. Motion carried unanimously.

**TOWN MANAGER’S
REPORT &
RECOMMENDATIONS –**

Town Manager Barlow stated that each month, there is a construction progress meeting for the Noble Street Project. He said that this meeting includes the contractor, USDA, The Wooten

**Noble Street Project
Update:**

Company, and Town staff. Mr. Barlow presented Council with a copy of the notes from the meeting to give them an idea of what kind of things come up. He said that in the notes the date had been revised to July 10, 2016. Mr. Barlow stated that they have had a change order to come in since that meeting extending the date to July 31, 2016. He said that they were moving along pretty good with two manholes put in this week and two more to do. Mr. Barlow stated that the last phase would be to do the slip lining.

Councilmember Overby asked Town Manager Barlow for an explanation of number 4 on page 1.

Town Manager Barlow stated that he would have to follow up on what that means.

Councilmember Overby stated that it looked like they did not do it.

Town Manager Barlow stated that they watch and videotape everything. He said that when they go back and look at what they thought might be a candidate for a rehab. Mr. Barlow stated that they could put their money elsewhere that they see needs to be done. He said that this does not need it.

Mayor Oliver stated that number 5, change order 2, mentioned additional costs forthcoming. She asked if that was above-and-beyond the contract.

Town Manager Barlow stated that it would be a change order. He said that there was a 12-inch waterline that ran right against a manhole. Mr. Barlow stated that they knew it was there, but had to move it so that the manhole could be replaced. He said that was not in the plans and specifications for them to bid on. Mr. Barlow stated that a change order was written, it goes to the USDA for funding, and they would approve or deny the funding.

Councilmember Petersen asked about the use of iron versus PVC.

Town Manager Barlow stated that they have to use ductile iron pipe if you are a certain distance away from the waterline. He said that it could not be PVC.

Mr. Barlow stated that the project was moving along good, and was within budget. He said that there was some contingency funds in that project, but was still within the original project estimate even with the change orders.

Town Manager Barlow stated that he wanted to give a quick update on the Rick's Road Sewer Project. He said that back in April, he and Public Works Director Alex Fuller attended a couple of required workshops from CDBG. Mr. Barlow stated that with certain certifications they could sign off on certain parts of the report that have to be submitted to them. He said that they had a start-up visit with water quality, CDBG, and USDA. Town Manager Barlow stated grant conditions were done at the June 14, 2016 Council meeting. He said that contracts were awarded to The Wooten Company for engineering and administrative services in June as well.

Town Manager Barlow stated that the next big items that they were looking for in August would be to have the engineering report completed with an environmental review in November, as well as submitting the remaining grant conditions to the Town's funding agency. He said that perhaps in the spring the project would be designed and put out for bid.

**Minimum Housing
Code/Boarded Up
Houses Update:**

Town Manager Barlow stated that Planning Director Julie Maybee requested an update from Johnston County Building Inspections Director Dean Barbour for an update on the minimum housing code. He said that the minimum housing code is enforced by the Johnston County Inspections Department. Town Manager Barlow stated that the Town has had some compliance, but still have some that are out of compliance.

Town Manager Barlow asked that this item be placed back on the agenda for next month. He said that next month they would have an update from Director Barbour.

Mayor Oliver stated that since they were meeting with the Johnston County Manager soon that they bring up the issue regarding additional personnel.

Town Manager Barlow stated that Mr. Barbour has hired additional staff.

Mayor Oliver asked if all the staff that was needed was hired.

Town Manager Barlow stated that they would have to ask.

**Stancil – Special Use
Permit Update:**

Town Manager Barlow stated that this was an update on a special use permit that Council approved for Mr. Warren Stancil, owner of Interstate Outdoor located at 809 South Raiford Street. He said that at the June 20th meeting, Mr. Stancil was given a set of conditions to make some changes to the screening and landscaping to the

fencing around the property. Town Manager Barlow stated that as of now, he has not made those improvements. He said that he has a letter from Mr. Stancil's contractor, which advises that there is a contract in place to satisfy the special use requirements, with a completion date of July 25, 2016. Mr. Barlow stated that there would be an update at the next Council meeting. Mr. Barlow recommended that they acknowledge that and give Mr. Stancil until July 25th to make those improvements.

**Revised Job Description
– Planner II:**

Town Manager Barlow stated that last month staff provided to Council a Planner I draft job description. He said that since Council wanted to look for a little more job experience, the description was revised to a Planner II position. Mr. Barlow stated that there would have to be more compensation for the person that came in with more experience. He said that the Planner I position was out on several websites. Mr. Barlow stated that as of today, they have not gotten any applications. He said that job request could be pulled and replaced.

Councilmember Petersen stated that one of the things that they originally talked about was freeing Ms. Maybee up so that she could focus more on marketing and development, and have an entry level position under her. He said that what concerned him was that this person would be reporting to her, and she would have an additional person to supervise. Councilmember Petersen stated that they are taking some things away from her, but were leaving her with others still on her plate.

Councilmember Petersen stated that a couple of Councilmembers had spoken about this, and were looking someone that would potentially be a direct report to the Town Manager.

Mayor Oliver stated that the current position would not be Planning and Economic Development, but would be Marketing and Economic Development.

Councilmember Petersen stated that the job description refers to desirable education and experience being a Master's Degree, Bachelor's Degree in Planning, and considerable experience. Mr. Petersen asked what was considerable experience. He said that considerable experience to him would be five to seven years. Mr. Petersen recommended putting in at least five year's experience so that they could get someone that is relatively senior.

Mayor Oliver stated that she concurred. She said that under the essential duties and tasks, it listed preparation of agenda material and minutes. She said that for the minutes she hoped that there

would be staff support or a person that reports to this person who does the minutes versus them preparing the minutes.

Councilmember Overby asked if she was suggesting they hire another person to do the minutes.

Mayor Oliver stated no, but to use existing staff to do it.

Town Manager Barlow stated that the Planning Department was staffing several of the other committees that the Town has other than the Planning Board. He said those other committees included the Marketing Committee, Historic Properties Committee, and Appearance Committee.

Councilmember Petersen asked who does the minutes for those committees.

Town Manager Barlow stated that Interim Town Clerk Brenda Thorne does them all.

Mayor Oliver stated that under additional job duties they needed to add supervisory.

Town Manager Barlow stated that if they were looking at this to be more supervisory, they could put Code Enforcement under Planning. He said that Council might want to change the job title if they are adding supervisory, and to add Code Enforcement as one of their responsibilities.

Councilmember Overby stated that he would like to see the starting salary.

Town Manager Barlow stated that the idea was as the ad is put out that it was dependent upon qualifications. He said that there would be a considerable difference in someone with two years' experience versus ten years.

Councilmember Overby stated that the budget needed to be considered, because it is already in place.

Councilmember Holmes asked Town Manager Barlow to take a look at the position to see what could be done and bring it back to Council.

Town Manager Barlow stated that he would like to go ahead with the advertisement to see if it would generate some interest.

Mayor Pro-Tem Jackie Lacy asked if the title was going to be changed.

Town Manager Barlow stated that there were several different titles. He said that Senior Planner, Planning Coordinator, or Associate Planning Director were just a few that he thought of that could catch someone's interest.

Councilmember Petersen stated that Planner II would not get a senior person, where Planning Director would peak someone's interest.

Mayor Oliver asked if they were going to put in five years or more for experience.

Councilmember Overby asked if this person was going to replace what Ms. Maybee is doing now.

Town Manager Barlow stated that this person would take a lot of the day-to-day duties from her.

Financial Statements:

Town Manager Barlow stated that this was the last financial statement for fiscal 2015-2016. He said that the four major funds on a cash basis ended the year on a positive note with revenues exceeding expenditures. Mr. Barlow stated that in the year-to-year comparison, they all improved except for sewer, which was about \$12,000 less this year over last year.

Councilmember Petersen asked how sewer was doing this month.

Town Manager Barlow stated that he had not seen the June bill yet; which would come sometime in July.

Councilmember Petersen asked at the June meeting, had they seen the May bill at that point.

Town Manager Barlow stated that the June meeting was late enough to include the May bill in the financials. He said that they have received the June bill, but it was not included in this report.

Councilmember Overby stated that he wanted to make sure that they were looking at the next step for sewer. He said that the Ricks Road project would soon be in progress, but wanted the other problems identified so that as much work as possible could be done on those.

Mayor Oliver stated that they needed the next top ten list, which were in the presentation that was given by Public Works Director Alex Fuller.

Town Manager Barlow stated that lists were forthcoming for street and sewer projects.

Town Manager stated that the financials look good, and nothing really stood out that was a concern other than sewer. He said that the Water Fund ended the year on a great note. Mr. Barlow stated that the estimates on revenues were good. He said that the electric revenues went down. Mr. Barlow stated that the electric sales and expenditures were not there for power purchases. He said that when Council sees their audit the same problem is going to be there with the sewer fund.

Mayor Oliver stated that the Powell Bill under the General Fund had only 20% spent. She asked if it would be updated.

Town Manager Barlow stated that June had not been closed out. He said that even though it was encumbered, it had not been spent yet. Mr. Barlow stated that the contract was in place, but the work had not been done yet. He said that the paving would not be done for another month.

Mayor Oliver stated that there were things assigned for those dollars.

Town Manager Barlow stated that a contract had been signed with S.T. Wooten that would spend all of those remaining funds.

Councilmember Overby asked if the Town or state would be paying the costs for repaving Noble Street.

Town Manager Barlow stated that was part of the project cost.

Councilmember Petersen questioned the year-to-date balance for the Sewer Fund at \$158,000. He asked if that balance included the \$150,000 loan from the Water Fund from June.

Town Manager Barlow stated that balance does not include that loan.

Mayor Oliver stated that for the sale of electricity, the budget was for \$8.4 million and sold \$6.9 million. She said that Electric Director Donald Baker had commented at a previous meeting that some of it was due to a decrease in electric costs. Mayor Oliver

asked if there was anything else that they needed to be aware of as to why that number was so much lower.

Town Manager Barlow stated that he did not know of any incidents that would have drove those numbers down other than the sale of the assets. He said that the wholesale price went down about 15%, which was a significant drop in costs for electricity.

Councilmember Petersen questioned Miscellaneous Income for the Electric Fund. He said that there was an entry of \$0.25.

Finance Director Johnson stated that she thought it was an error, but would look into it.

Town Manager Barlow stated that the year-to-date comparison of the General Fund, there was a significant improvement on revenues over expenditures. He said that the Water Fund had about \$140,000 improvement, and the Sewer Fund for 2016 was down about \$12,000 from 2015. Mr. Barlow stated that the Electric Fund was about the same.

Councilmember Petersen asked if there was a requirement to keep a certain amount of funds in the Central Depository.

Town Manager Barlow stated that the LGC recommends that the Town keep 8%, or basically one month of operating expenses.

Councilmember Petersen stated that the Central Depository increased about \$700,000 from the previous year.

Councilmember Overby asked Town Manager Barlow if there were any updates on the TWC or VC3 internet service.

Town Manager Barlow stated nothing had changed. He said that he had talked with Kevin Eves of VC3. Mr. Barlow stated that Mr. Eves was working on some networking possibilities for the Town. He said that Mr. Eves has not provided any information yet regarding the design or cost estimates. Mr. Barlow advised that he anticipated having something to present in August.

Councilmember Petersen asked if anything had been resolved with AT&T and the billing issue.

Finance Director Johnson stated that the information was sent to Kevin Eves of VC3, but nothing has been resolved.

**TOWN ATTORNEY'S
REPORT:**

Town Attorney Chip Hewett stated that the General Assembly had just passed a statute regarding body cameras. He said that the main thing was the freedom of information act, and that it does not totally apply. Attorney Hewett stated that there was also some retention information in that statute. He said that he would review the statute, and would relay his finding to Police Chief Cooper. Attorney Hewett stated that the Town had not adopted a policy, and this would be an added level of that.

Mayor Oliver asked that he take a look at what the legislation had passed along with what Johnston County was going to do. She asked that the Town be in line with the County.

Attorney Hewett stated that there was a recent request from Johnston County regarding Helen Bagley, which had a CDBG grant/loan in 2009. He said that the County has contacted the Town regarding a tax foreclosure. Attorney Hewett stated that the Town does not have any type of security interest. He said that when the property goes under tax foreclosure, it would probably include the Town's as well. Attorney Hewett stated that the CDBG grant/loan had aged out.

**MAYOR'S REPORT &
RECOMMENDATIONS –
Gazebo Galleria
Update:**

Mayor Oliver reminded everyone that the first event for the Gazebo Galleria was this Saturday from 8:00 a.m. to noon. She said that they were still gathering vendors, and appreciated all the help from the Parks and Recreation Department for all their help. Mayor Oliver stated that entertainment had been scheduled for those four hours.

**Former Town Hall
Building:**

Mayor Oliver stated that Council needed to determine what to do with the old Town Hall Building. She said first thing that they had asked was for an assessment by the Town to determine if any of that property was needed. Mayor Oliver stated that she was not sure that there would be any harm done to list it on the preservation North Carolina website if they were looking to market the property. She said that to her knowledge, there was no charge. Mayor Oliver asked if there were other recommendations on how to move forward. She said that she thought that they might need an appraisal of the property in order to put an estimated price on the building.

Attorney Hewett stated that the Town needed to declare the property surplus before it could be sold. He said that there was a statutory procedure that the Town would have to follow.

Councilmember Petersen asked how do they declare it surplus.

Attorney Hewett stated that there was a resolution.

Councilmember Holmes stated that before the property was declared surplus, he would like for a public hearing to be held to receive any citizen comments.

Councilmember Overby stated that there was quite a bit of information archived in that building, and has to be kept for so many years. He said that he would like for the Town to keep the coin shop for storage.

Mayor Oliver asked that an assessment be done to determine if they needed any of that space for storage. She asked Town Manager Barlow to provide Council with some options so the Town would not have to use it and could sell the building to get a tax-based business in there.

Councilmember Overby stated that the data produced with the use of body cameras would have to be stored somewhere.

Council concurred that Town Manager Barlow give Council an assessment at the August Regular Council meeting, and conduct a public hearing in September.

General Comments:

Mayor Oliver thanked everyone that came out to support the July 4th celebration.

Councilmember Overby stated that when the lights go out after the fireworks, he was concerned someone would fall because it was so dark. He said that they use to put up a police light temporarily for those walking to be able to see.

Mayor Oliver asked that the request be forwarded to Parks and Recreation Director Joe Carter.

Mayor Oliver stated that each year citizens get the annual quality report. She asked Town Manager Barlow or a staff member to look at years in a row to determine if there were any trends that they needed to be made aware of, and asked for an assessment of those findings.

Mayor Oliver stated that she had contacted the North Carolina Railroad. She said that in their annual report, they alluded to an increase in rail traffic in the Selma area. Mayor Oliver stated that Selma is brought up at their conferences, but is not included on their map at the back of the annual report. She said that she had contacted both Cathy Deeley and Scott Sailor about Selma being included in that map.

Mayor Oliver stated that there were many buildings in the downtown area that do not have a good appearance. She said that in some cases it was a code issue, but in other cases it could be just a new paint job. Mayor Oliver asked Mr. Barlow if contact could be made and identify the walls that need to be painted. She said that the paint job could be put out for bid, so that it would be a lower cost for each of the property owners. Mayor Oliver stated that the big win was for the Town and its perception. She asked that Council think about it, and would follow up on at a work session.

Mayor Pro-Tem Jackie Lacy stated that the SDP was wanting to put some window displays in some of the downtown shops for the Sesquicentennial Celebration. She said that they were going to get in touch with the owners to see if they would allow them to do so and clean up the windows in the process.

**July Work Session, July
18, 2016 at 4:00 p.m.:**

Mayor Oliver stated that a work session dated had already been set for July 18, 2016 at 4:00 p.m., and the guests would include Mr. Rick Hester, Johnston County Manager, and Chandra Coats, Johnston County Utilities Director. She said that the main focus was for them to help Council understand the billing process for the Town's sewer treatment.

**COUNCILMEMBERS'
REPORT &
RECOMMENDATIONS:**

Councilmember Holmes stated that he would like to see a day set aside each month for the Town to recognize its police officers.

Town Council agreed with Mr. Holmes' idea.

Councilmember Holmes asked that something be included in the newsletter each month for citizens to stop by the Police Department, and let a Police Officer know that they are appreciated.

Councilmember Overby asked if the sanitation cart rollout was going well.

Town Manager Barlow stated customer service was getting a good response to the letter that was sent out regarding extra carts. He said that those that received a letter were contacting Customer Service to pay for the extra cart or were wanting the Town to pick it up. Mr. Barlow stated that Mr. Moore had contacted him about the townhouse complex on Lizzie Street, and was going to contract privately with a vendor.

Councilmember Petersen stated that members of the American Legion have requested that if it is possible to get their check for 2016/2017 in August.

Finance Director Johnson asked Councilmember Petersen to send her a letter making that request.

**CLOSED SESSION –
NCGS 143-318.11(6) -
Personnel:**

Town Attorney Hewett stated that the Town Council needed to go into closed session per North Carolina General Statute 143-318.11(6) regarding a personnel matter.

A motion was made by Councilmember William Overby and seconded by Councilmember Tommy Holmes to go into closed session. Motion carried unanimously. 7:45 p.m.

Town Council returned to regular session at 8:11 p.m. with no action taken.

ADJOURNMENT:

With no further business, a motion was made by Councilmember William Overby and seconded by Councilmember Tommy Holmes to adjourn. Motion carried unanimously.

The meeting adjourned at 8:12 p.m.

BRENDA W. THORNE, Interim Town Clerk