

MONDAY-7:00 P.M.

NOVEMBER 26, 2007

WORK SESSION

The City Council of the City of Elizabeth City held its monthly work session on the above date and time in the City Council Chambers of the Municipal Administration Building with Mayor C. L. Foster presiding. Council members attending were: J. M. Baker, M. E. Brooks, L. A. Hummer, B. S. Meggs, E. K. Rivers, D. K. Stallings, J. A. Stimatz and J. B. Walton. Staff members attending were: City Manager R. C. Olson, City Clerk D. S. Pierce-Tamplen, City Attorney W. H. Morgan, Deputy City Clerk V. D. White, Police Chief C. E. Crudup, Public Utilities Director P. A. Fredette, Inspections Director S. E. Ward, Human Resource Director K. W. Felton, Fire Chief W. C. Pritchard, Finance Director S. E. Blanchard, Planning Director J. C. Brooks and Electric Superintendent K. F. Clow. Also attending was Mayor Elect S. S. Atkinson.

Mayor C. L. Foster opened the meeting by welcoming those in attendance. He gave the invocation after which Finance Director S. E. Blanchard led the Pledge of Allegiance to the Flag of the United States of America.

1} APPROVAL OF THE AGENDA:

Mayor Foster asked if there were any deletions and/or additions that need to be added to the Agenda. Hearing none, he called for action on the prepared agenda.

City Manager Olson asked if Council would allow staff to move the Closed Session item on the Regular Agenda to the Work Session Agenda. The Work Session Agenda is fairly light and we would have plenty of time to have the Closed Session during this meeting.

A motion was made by Councilwoman B. S. Meggs, seconded by Mayor Pro Tem L. A. Hummer to approve the agenda as presented to include the item as noted above. Those voting in favor of the motion were: Meggs, Hummer, Baker, Brooks, Rivers, Stallings, Stimatz and Walton. Against: None. Motion carried.

2} CONSIDERATION – SAVIN WOODS-PRELIMINARY SUBDIVISION PLAT:

Mayor Foster called upon City Manager R. C. Olson for comments.

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Mr. Olson stated that this particular item was originally heard on August 13, 2007. There were some issues associated with drainage that you wanted staff to go ahead and get back to the Council on in addition we did send a copy of the drainage plans and calculations to Gregg Johnson, the County's Stormwater engineer to review. He called upon Planning Director J. C. Brooks to go over the subdivision once more and then we can get in the specific discussions concerning the drainage.

Planning Director Brooks gave a brief overview of the proposed 45 lot residential subdivision on 19.52 acres. The site is located on the north side of Savin Road and is zoned residential R-10. The lots will range in size from 10,000 to 24,700 square feet. It is proposed that the houses ranging in size from 1,000 to 1,200 square feet with a projected price range from \$160,000 to \$180,000. The preliminary plat was reviewed by the Technical Review Committee and the Planning Commission and both recommended approval based on the technical requirements of the Unified Development Ordinance.

A motion was made by Councilwoman J. B. Baker, seconded by Councilwoman B. S. Meggs to approve the preliminary subdivision plat (SUB-04-06) submitted by Don Williams, Mainstay Construction with the conditions listed below. Those voting in favor of the motion were: Baker, Meggs, Brooks, Hummer, Rivers, Stallings, Stimatz and Walton. Against: None. Motion carried.

Conditions:

1} Prior to being heard by the City Council the necessary NCDOT permits and authorization to construct the waterline shall be secure.

2} With an extruded metal blade type with green background and reflective white lettering;

3} The final and preliminary plats shall contain a note stating that the drainage/utility easement shall remain free of substantial structures and that the repair to any structure or landscaping located in the easement following access to the facilities by the City shall be at the expense of the property owner;

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4} *A copy of the modeling will be forwarded to the Public Works GIS Technician;*

5} *The following corrections shall be made to the cover sheet:*

a} *The utility locator note shall be planed on the cover sheet;*

b} *Correct General Note #5 (Sheet 3) to reflect correct/revised pagination;*

c} *Add note regarding placement for trash receptacles at least 5' at/near curb;*

d} *Add signage detail sheet to plan; street names should be similar to City used signs; and*

e} *Correct the Savin Road ROW from 50' to 60'.*

Councilman D. K. Stallings stated that since we were on Savin Road, he question if the speed limit signs had been put up yet.

Mr. Olson replied that they should have been and he would check to see if they had indeed been put up.

3} FINANCIAL STATEMENT:

Mayor Foster called upon City Manager Olson for comments.

Mr. Olson stated that Donna Winborne, with the accounting firm of Douglas A. Hollowell, P.C. would present the annual Comprehensive Annual Financial Report.

Ms. Winborne stated that she was pleased to present the City's Comprehensive Financial Report for the year ended June 30, 2007. She went over various sections of the report.

A motion was made by Councilwoman B. S. Meggs, seconded by Councilman J. A. Stimatz to accept the Comprehensive Annual Financial Report for Fiscal Year ending June 30, 2007 as presented. Those voting in favor of the motion were: Meggs,

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***Stimatz, Baker, Brooks, Hummer, Rivers, Stallings and Walton.
Against: None. Motion carried.***

4} CLOSED SESSION:

Mayor Foster stated that he would entertain a motion to retire into Closed Session for the consideration of Closed Session Minutes as per NCGS 143-318.10(e).

A motion was made by Councilwoman J. M. Baker, seconded by Councilman J. A. Stimatz to retire into Closed Session for consideration of Closed Session Minutes as per NCGS 143-318.10(e). Those voting in favor of the motion were: Baker, Stimatz, Brooks, Hummer, Meggs, Rivers, Stallings and Walton. Against: None. Motion carried.

Upon the end of the Closed Session:

A motion was made by Councilman J. A. Stimatz, seconded by Councilman D. K. Stallings to return to regular session. Those voting in favor of the motion were: Stimatz, Stallings, Baker, Brooks, Hummer, Meggs, Rivers and Walton. Against: None. Motion carried.

Mayor Foster declared the meeting back into full session.

5} CLOSED SESSION ITEM:

Mayor Foster called for action regarding the Closed Session minutes.

A motion was made by Mayor Pro Tem L. A. Hummer, seconded by Councilwoman J. M. Baker to approve the Closed Session minutes of March 26, 2007, April 23, 2007, August 27, 2007, September 10, 2007 and September 24, 2007 as written. Those voting in favor of the motion were: Hummer, Baker, Brooks, Meggs, Rivers, Stallings, Stimatz and Walton. Against: None. Motion carried.

6} COMMITTEE REPORTS:

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Mayor Foster advised that he would call upon the various committees' representatives for their monthly report.

Albemarle Economic Development Commission:

Mayor Pro Tem Hummer reported that her commission is starting a new marketing plan to show people what we have to offer that is already here and already assessable. For a long time we have only had the Rose Buddies as an attraction but a marketing firm is coming up and working with our Economic Developer to improve that site and make it more business friendly especially for the small businesses. Also, we have Ms. Meggs working very hard on our Community Image Committee and a lot of things are coming out of that committee and she hopes that will continue after we change over at the ADEC when the County takes over. Also, there was an economic development summit that met back in the summer at Kermit White and a couple of weeks ago they met again in working groups and there are people from around the region as well as a lot of people from Elizabeth City State, COA and she was assigned to the Aviation Science Committee and it was really encouraging to see the excitement there for this aviation project and the fact that she thinks that this might help us get some funding through the University system and the University Foundation.

Central Communication Advisory Board:

Councilman D. K. Stallings advised that the committee met on October 13th and that was the rescheduled City Council meeting therefore he was unable to attend the meeting.

Elizabeth City-Pasquotank County Airport Authority:

Councilman E. K. Rivers stated that they meet tomorrow. He said that he is sure that everyone has heard about the condemnation of the Hall property final piece being worked out so hopefully we will be moving forward.

Firemen's Relief Fund Board:

Councilman J. A. Stimatz stated that we will have our annual meeting in January or February of next year.

Joint Land Use Plan Committee:

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Councilman J. A. Stimatz advised that Ms. Brooks reported last time that the draft of the Land Use Plan is at CAMA. We are waiting for them to go through their review and get to us on any changes that we need to make.

Joint Redevelopment Committee:

Councilman J. B. Walton advised that they have not met.

North Carolina Eastern Municipal Agency:

City Manager R. C. Olson advised that we have a meeting this coming Wednesday in Wilson. The rate committee did meet and the Board of Directors met last month and it doesn't appear that we will have any electrical rate increases for this year and maybe in the next couple of years based on the analysis that we have done to date.

Solid Waste Committee:

Councilman M. E. Brooks stated that he had nothing to report.

Tourism Board:

Councilman E. K. Rivers reported that our next meeting will be in December. One thing that he would like to update Council on is the fireworks. At our last meeting we had a gentleman to come down from the company and he gave a very interesting presentation about why sometimes our fireworks are not as high as they should be. The Tourism Board is looking at ways that we can increase the height of the show. The City of Elizabeth City does earmark a portion of our expenditures to go toward the fireworks show. That is one of the major reasons that we want to find a solution to that problem.

ECDI:

Councilwoman B. S. Meggs reported that we had the illumination last Friday night. It was great last year but it was even better this year. We figured that we had around 250 people. We know that 200 came through the food line. It was a great event in our city when you have people from Connecticut, New Jersey here visiting and coming in and saying this is the best thing that they have seen done in a town. She felt very proud to be a part of the Elizabeth City

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Downtown. She gave thanks and praise to those that helped with this wonderful event. She thanked Karl Clow and his group for all their hard work.

Water Committee:

Mayor Pro Tem L. A. Hummer reported that we are still trying to work out the details of the agreement on our rates. The City is still holding their own on what we think a fair rate will be.

7} ADJOURNMENT:

Mayor Foster advised that there were no more items to come before the Council at this time therefore he entertained a motion for adjournment.

A motion was made by Councilman J. A. Stimatz, seconded by Councilwoman J. M. Baker to adjourn. Those voting in favor of the motion were: Stimatz, Baker, Brooks, Hummer, Meggs, Rivers, Stallings and Walton. Against: None. Motion carried.

Mayor Foster adjourned the meeting at 6:20 p.m.

Dianne S. Pierce-Tamplen, MMC
City Clerk

Charles L. Foster
Mayor