

**City Council Regular Session
May 9, 2022**

The City Council of the City of Elizabeth City met in regular session on Monday, May 9, 2022 in Council Chambers, located on the 2nd floor of the Municipal Administration Building, 306 E. Colonial Avenue, Elizabeth City, NC.

MEMBERS PRESENT: Mayor Bettie Parker
Councilman Kem Spence
Councilman Chris Ruffieux
Mayor Pro Tem Johnnie Walton
Councilman Michael Brooks (*Arrived at 7:10 p.m.*)
Councilwoman Jeannie Young
Councilman Darius Horton
Councilman Billy Caudle

MEMBERS ABSENT: Councilman Darius Horton

OTHERS PRESENT: Interim City Manager Richard Hicks
Electric Department Superintendent Jason Value
Chief of Police Larry James
Assistant Finance Director Alicia Steward
Human Resources Director Montique McClary
Fire Chief Chris Carver
Assistant Public Utilities Director Ryan Howell
Parks and Recreation Director Sean Clark
Community Development Director Kellen Long
Grants Management Specialist Jon Hawley
IT Director Matthew Simpson
IT Systems Analyst Pedro Holley II
Executive Admin / Deputy City Clerk Doris Walton
City Clerk April Onley

The City Council regular session was called to order by Mayor Bettie Parker at 7:00 p.m. Councilman Billy Caudle gave the invocation after which everyone joined for the Pledge of Allegiance. Mayor Parker announced that Councilman Horton had called her to let her know he was under the weather and would not be present for this evening's meeting.

1. Agenda Adjustments and Approval:

Mayor Parker requested the Council's pleasure regarding approval of the prepared agenda.

Councilman Caudle requested that a discussion on the restructuring of the Elizabeth City Police Department be added to the Regular Agenda. Councilman Spence asked that item E be removed from the Consent Agenda and placed on the Regular Agenda for additional discussion.

Motion was made to approve the agenda with the requested adjustments by Councilman Billy Caudle, seconded by Councilwoman Jeannie Young. Those voting in favor of the motion were: Spence, Ruffieux, Brooks, Walton, Young and Caudle. Against: None. Motion carried.

2. Statement of Disclosure:

The City Clerk read the Statement of Disclosure. No conflict of interest disclosures regarding items listed on the agenda were made.

3. Proclamations / Presentations:

Mayor Parker presented the proclamation for National Public Works Week to Assistant Public Utilities Director Ryan Howell. Ryan provided a brief presentation on Public Works Week and some of the upcoming and ongoing projects in the Elizabeth City Public Utilities Department.

PROCLAMATION
NATIONAL PUBLIC WORKS WEEK

WHEREAS, public works professionals focus on infrastructure, facilities and services that are of vital importance to sustainable and resilient communities and to the public health, high quality of life and well-being of the people of City of Elizabeth City; and

WHEREAS, these infrastructure, facilities and services could not be provided without the dedicated efforts of public works professionals, who are engineers, managers, and employees at all levels of government and the private sector, who are responsible for rebuilding, improving, and protecting our nation's transportation, water supply, water treatment and solid waste systems, public buildings, and other structures and facilities essential for our citizens; and

WHEREAS, it is in the public interest for the citizens, civic leaders and children in City of Elizabeth City to gain knowledge of and to maintain an ongoing interest and understanding of the importance of public works and public works programs in their respective communities; and

WHEREAS, the year 2022 marks the 62nd annual National Public Works Week sponsored by the American Public Works Association/Canadian Public Works Association.

BE IT NOW RESOLVED that I, Bettie J. Parker, Mayor, do hereby designate the week May of 15th – 21st , 2022 as National Public Works Week; and I urge all citizens to join with representatives of the American Public Works Association and government agencies in activities, events, and ceremonies designed to pay tribute to our public works professionals, engineers, managers, and employees and to recognize the substantial contributions they make to protecting our national health, safety, and quality of life.

ADOPTED this the 9th day of May, 2022.

Bettie J. Parker
Mayor

April D. Onley, NCCMC
City Clerk

4. Comments from the Public:

Mayor Parker inquired of the Clerk whether there were any persons present who wished to speak before the Council. The Clerk replied that there were none.

5. Consent Agenda:

Mayor Parker requested that Interim City Manager Hicks read the Consent Agenda items into the record, as follows:

a. Consideration – Declare 1002 Hunter Street as Surplus;

**Resolution # 2022 –5-01
Declaring Real Property Surplus
and Authorizing Sale by Upset Bid Process**

WHEREAS, the City of Elizabeth City is the owner of real property identified on the Pasquotank County Registry as PIN: 892309065873 and Map 23-S-37, and having a physical address of 1002 Hunter Street; and

WHEREAS, the City of Elizabeth City has no current or future need for the property; and

WHEREAS, the City Council has authorized an opening bid of \$500 received from Mitchell Ramseur via written correspondence; and

WHEREAS, the City Council has authorized notice to be published to solicit bids for the sale of the property, pursuant to the upset bid process as outline in NCGS §160A-269.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Elizabeth City that the parcel of property identified on the Pasquotank County Registry as PIN: 892309065873 and Map 23-S-37, located at 1002 Hunter Street is hereby declared surplus to the needs of the City of Elizabeth City; and

FURTHER, the City Clerk shall be authorized to begin the upset bid process as required by North Carolina General Statute §160A-269, with an opening bid of \$500.

ADOPTED, this the 9th day of May 2022.

Bettie J. Parker
Mayor

April D. Onley
City Clerk, NCCMC

b. Consideration – Accept Final Bid for 500 East Burgess Street;

c. Consideration – Adopt Budget Calendar for 2022;

Date	Action
May 16, 2022	General Fund Discussion
May 23, 2022	Enterprise Fund Discussion
June 6, 2022	Enterprise Fund Discussion Cont. / Q&A
June 13, 2022	Wrap-up Budget Discussion / Call for a Public Hearing
June 27, 2022	Hold a Public Hearing and Adopt Final Budget

d. Consideration – Approve Budget Amendment for Sludge Disposal;

BUDGET AMENDMENT

BE IT ORDAINED by the City Council of the City of Elizabeth City that the following amendment be made to the annual budget ordinance for fiscal year ending June 30, 2022:

Section 1: That the Water and Sewer Fund Public Utilities Wastewater Treatment Contracted Services Account (31-8200-4500) be Increased by \$350,000.

That the Water and Sewer Fund Public Utilities Wastewater Treatment Capital Outlay Account (31-8200-7300) be decreased by \$350,000.

Section 2: This budget transfer is to cover the significant increase in sludge disposal costs at the Wastewater Treatment Plant.

ADOPTED, this the 9th day of May, 2022.

Bettie J. Parker
Mayor

ATTEST:

April Onley, NCCMC
City Clerk

- e. **Consideration – Approve Budget Amendment for Recreation Donations** *(Removed from the Consent Agenda and Placed on the Regular Agenda During Agenda Adjustments)*;
- f. **Consideration – Award of Bid for Electrical Equipment;**
- g. **Consideration – Approve Water Resources Development Grant Contract Documents for Dawson-Hunter Study;**
- h. **Consideration – Approve CDBG-I Contracts for Ray Street Water and Sewer Replacement Project;**
- i. **Consideration – Accept NCDOT Bicycle Helmet Grant;**
- j. **Consideration – Authorize Application to BJA’s Local Law Enforcement Crime Gun Intelligence Center Integration Initiative for FY 2022;**

(End of Consent Agenda)

Mayor Parker requested the Council’s pleasure on the Consent Agenda.

Motion was made by Councilwoman Jeannie Young, seconded by Councilman Billy Caudle to approve the Consent Agenda. Those voting in favor of the motion were: Spence, Ruffieux, Brooks, Walton, Young, and Caudle. Against: None. Motion carried.

6. Regular Agenda:

- a. **Consideration – Approve Budget Amendment for Recreation Donations** *(Removed from Consent Agenda During Agenda Adjustments)*;

Mayor Parker recognized Councilman Spence for his comments. Councilman Spence said he recalled that all donations received from the public had to be used as sponsorships, was that correct? Mr. Hicks said he believed that was correct if they had a specific item listed along with their donation as what they wanted it to be used for. Councilman Spence asked if they are a general fund contribution. Mr. Hicks

explained that the Parks and Rec budget is in the general fund, so any contribution to it would technically go into the general fund.

Motion was made by Councilman Kem Spence to approve the budget amendment, seconded by Councilman Billy Caudle. Those voting in favor of the motion were: Spence, Ruffieux, Brooks, Walton, Young and Caudle. Against: None. Motion carried.

BUDGET AMENDMENT

BE IT ORDAINED by the City Council of the City of Elizabeth City that the following amendment be made to the annual budget ordinance for fiscal year ending June 30, 2022:

Section 1: That the General Fund Revenue Account Parks and Recreation Donations (10-3220-0051) be Increased by \$24,420.

That the General Fund Expenditure Account Parks and Recreation Special Events (10-6200-2500) be increased by \$10,070.

That the General Fund Expenditure Account Parks and Recreation Organized Programs (10-6200-2300) be increased by \$14,350.

Section 2: This budget amendment is to account for donations to the Parks and Recreation Fund over and above what was projected in the FY 21/22 budget.

ADOPTED, this the 9th day of May, 2022.

Bettie J. Parker
Mayor

ATTEST:

April Onley, NCCMC
City Clerk

b. Consideration / Discussion – Restructuring of Elizabeth City’s Police Department *(Added During Agenda Adjustments);*

Chief James explained that the Elizabeth City Police Department has been facing recruitment challenges for the last few years, but these issues are not specific to our organization. The City has had at least five openings for sworn police officers for years. We’ve also seen an uptick in crime over the past couple of years. Chief James said taking those factors into consideration, he believes restructuring the divisions and units within the department will create greater efficiency and effectiveness. He

recommended that two out of the total 66 sworn positions be reassigned from ranking Police Officer positions in Patrol to that of supervisory positions, to consist of an Administrative Lieutenant and an Administrative Sergeant. Traditionally, the Elizabeth City Police Department had between three and four lieutenants positioned throughout the department, but that number decreased to two over the past 10 years as long-time employees retired and left the agency. By increasing the number of lieutenant positions from two to three, it will more equally divide up the different units as well as the many community-related programs the department participates in. Repurposing one of the Patrol Police Officer positions to that of an Administrative Sergeant could allow the position to dually serve as a Youth Crime Prevention Coordinator and would be able to track youth initiatives and other various programs through the department's Community Resources Unit, which keeps in line with Council's suggestions from the April 25th meeting. At this time, there are 13 vacancies in the police department and there are funds available in the form of lapsed salaries.

Motion was made by Councilwoman Jeannie Young, seconded by Councilman Michael Brooks to approve the recommended restructuring of the Police Department. Those voting in favor of the motion were: Spence, Ruffieux, Brooks, Walton, Young and Caudle. Against: None. Motion carried.

7. Manager's Comments / Comments and Inquiries on Non-Agenda Items:

Councilman Caudle said he thought it was a good meeting and was glad we got an update from Public Utilities about what was going on with those side streets because they'd been getting a lot of questions.

Councilwoman Young had no further comments.

Councilman Spence had no further comments.

Councilman Ruffieux had no further comments.

Councilman Brooks had no further comments.

Mayor Pro Tem Walton had no further comments.

Mayor Parker thanked everyone for a pleasant meeting.

8. Adjournment:

Motion to adjourn the meeting was made by Councilwoman Jeannie Young, seconded by Councilman Michael Brooks. Those voting in favor of the motion were: Spence, Ruffieux, Brooks, Walton, Young and Caudle. Against: None. Motion carried.

There being no further business to be discussed, the meeting was adjourned at 8:06 p.m.

Bettie J. Parker
Mayor

April Onley, NCCMC
City Clerk

