

ERWIN BOARD OF COMMISSIONERS
REGULAR MINUTES
NOVEMBER 2, 2017
ERWIN, NORTH CAROLINA

The Board of Commissioners for the Town of Erwin with Mayor Patsy Carson presiding, held its Regular Meeting in the Town Hall on Thursday, November 2, 2017 at 7:00 P. M. in Erwin, North Carolina.

Board Members present were: Commissioners William Turnage, Randy Baker, Frankie Ballard, Alvester McKoy, Ricky Blackmon, and Thurman Whitman.

Town Manager Snow Bowden and Town Clerk Cynthia Patterson were present.

Town Attorney Mac Hunter was present.

Mayor Patsy Carson called the meeting to order at 7:00 P. M.

Commissioner McKoy gave the invocation.

Those present recited the Pledge of Allegiance.

APPROVAL OF AGENDA

Commissioner Blackmon made a motion per the applicant's request to withdraw the Zoning Text Amendment and Conditional Use Application from Public Hearing and add this under Consent Items (3C) and was seconded by Commissioner Turnage. **The Board unanimously.**

CONSENT ITEMS

Commissioner Blackmon made a motion to approve **(Item A)** Approval of Regular Minutes of 10/05/17 and **(Item B)** Financial Report Summary for September 2017 **(Item C)** Letter from Applicant to withdraw Zoning Text Amendment and Conditional Use Application and was seconded by Commissioner Turnage. **The Board voted unanimously.**

*A copy of the Financial Report Summary for September 2017 and Letter from Applicant to withdraw Zoning Text Amendment and Conditional Use Application is incorporated into these minutes as **Attachment #1***

RECOGNITION OF NOVEMBER'S CITIZEN OF THE MONTH

Mayor Carson presented a plaque to Mr. Mac Hunter Citizen of the Month for November. Mr. Hunter became a member of the Army Reserves in 1967. After training he became an associate with Robert Morgan in Lillington. The Honorable K. Edward Greene joined the Robert Morgan practice and Judge Greene along with Mr. Hunter became partners with Robert Bryan, Shep Bryan, James Johnson and Robert Jones in 1970. Mr. Hunter withdrew and setup his own practice in Erwin in 1974. He was appointed as the Town Attorney for the Town of Erwin in December 1975 and resigned in 1992. He was appointed a second time in December 2001 and still remains there today for a total of 33 years with the Town of Erwin

*A copy of the Proclamation for November Citizen of the Month is incorporated into these minutes as **Attachment #2***

TOWN OF ERWIN
 FINANCIAL SUMMARY REPORT
 FOR MONTH ENDING SEPT. 2017



	ANNUAL BUDGET	SEPT ACTIVITY	ACTUAL TO DATE	Y-T-D % COLLECTED
CURRENT YEAR LEVY OF PROPERTY TAXES	1,149,279.00	3,977.06	3,977.06	0.35%
CURRENT YEAR MOTOR VEHICLE TAXES	155,000.00	14,035.37	26,816.16	17.30%
PRIOR YEAR TAXES	10,000.00	890.19	5,610.68	56.11%
UTILITIES FRANCHISE TAXES	197,000.00	42,555.04	42,555.04	21.60%
ENTRY FEES	20,000.00	400.00	6,650.00	33.25%
SALES & USE TAX	650,701.00	55,371.54	158,708.32	24.39%
ZONING PERMITS/APPLICATIONS	6,000.00	410.00	1,820.00	30.33%
PERMITS AND INSPECTION FEES	25,000.00	4,785.00	8,915.00	35.66%
REFUSE COLLECTIONS FEES	376,000.00	31,023.70	94,491.12	25.13%
STORM WATER COLLECTION	38,400.00	3,219.00	9,642.00	25.11%
ALL OTHER REVENUES	835,824.18	80,428.80	257,210.11	
	3,463,204.18	237,095.70	616,395.49	
	ANNUAL BUDGET	SEPT ACTIVITY	ACTUAL TO DATE	Y-T-D % SPENT
GOVERNING BODY	56,515.00	1,876.21	5,680.92	10.05%
ADMINISTRATION	293,672.00	22,513.18	68,243.28	23.24%
NON-DEPARTMENTAL	285,302.00	7,244.29	146,611.79	51.39%
PLANNING & INSPECTIONS	67,887.00	1,798.91	7,037.31	10.37%
POWELL BILL-STREETS	380,000.00		3,000.00	0.79%
POLICE	867,813.00	59,440.12	190,730.38	21.98%
CONTRACT SERVICES-FIRE	217,386.00	2,161.58	5,643.44	2.60%
PUBLIC WORKS-ADMIN.	100,384.00	7,154.77	22,966.61	22.88%
PUBLIC WORKS-STREETS	449,903.18	37,083.30	87,142.09	19.37%
PUBLIC WORKS-SANITATION	294,857.00	25,300.57	55,493.74	18.82%
PUBLIC WORKS-STORM WATER	16,620.00	457.06	1,866.91	11.23%
RECREATION	373,322.00	33,256.36	86,719.37	23.23%
LIBRARY	52,743.00	3,995.99	12,713.27	24.10%
COMMUNITY CENTER	6,800.00	415.36	964.81	14.19%
	3,463,204.18	202,697.70	694,813.92	20.06%
Y-T-D GENERAL FUND BALANCE INCREASE (DECREASE)		34,398.00	(78,418.43)	

BALANCES AS OF SEPTEMBER 30, 2017

CASH MANAGEMENT	592,950.55
BB&T CASH IN BANK	81,579.47
FIRST FEDERAL BUSINESS MONEY MARKET	132,770.99
SUNTRUST MONEY MARKET	0.00
FIRST FEDERAL MONEY MARKET	849,246.99
Y-T-D INVESTMENT BALANCE IN GENERAL FUND ACCOUNTS	1,656,548.00
BB&T STATE FORFEITURE	1,531.32
BB&T FEDERAL FORFEITURE	0.00
FIRST FEDERAL PORTER PARK PROJECT	0.00
FIRST FEDERAL CAP. RESERVE/COMMUNITY ENHANCEMENT	71,414.70
FIRST FEDERAL CAP. RESERVE/GENERAL	3,004,137.14
FIRST FEDERAL DOWNTOWN PARKING LOT PROJECT	0.00
BB&T HEALTH RESERVE HRA ACCT.	16,558.80
SUNTRUST PRIEBE FIELD ACCT.	7,611.92
RAIL-TRAIL GRANT CHECKING	0.00
Y-T-D INVESTMENT BALANCE RESTRICTED FUNDS	3,101,253.88
POWELL BILL BALANCE	432,668.09

TOWN OF ERWIN
 FINANCIAL SUMMARY REPORT
 YTD COMPARISON OF FY 2017 & FY 2018



REVENUES	YTD	YTD	YTD
	Sep-17	Sep-16	DIFFERENCE
CURRENT YEAR LEVY OF PROPERTY TAXES	3,977.06	37,056.90	(33,079.84)
CURRENT YEAR MOTOR VEHICLE TAXES	26,816.16	26,567.74	248.42
PRIOR YEAR TAXES	5,610.68	12,877.64	(7,266.96)
UTILITIES FRANCHISE TAXES	42,555.04	43,348.62	(793.58)
ENTRY FEES	6,650.00	6,450.00	200.00
SALES & USE TAX	158,708.32	142,637.88	16,070.44
ZONING PERMITS/APPLICATIONS	1,820.00	2,415.00	(595.00)
PERMITS AND INSPECTION FEES	8,915.00	0.00	8,915.00
REFUSE COLLECTIONS FEES	94,491.12	94,427.73	63.39
STORM WATER COLLECTION	9,642.00	8,625.00	1,017.00
ALL OTHER REVENUES	257,210.11	122,404.70	134,805.41
	616,395.49	496,811.21	119,584.28
			19.40%
EXPENSES	YTD	YTD	DIFFERENCE
	Sep-17	Sep-16	
GOVERNING BODY	5,680.92	5,763.86	(82.94)
ADMINISTRATION	68,243.28	61,752.23	6,491.05
NON-DEPARTMENTAL	146,611.79	152,020.50	(5,408.71)
PLANNING & INSPECTIONS	7,037.31	13,616.24	(6,578.93)
POWELL BILL-STREETS	3,000.00	4,470.20	(1,470.20)
POLICE	190,730.38	171,264.87	19,465.51
CONTRACT SERVICES-FIRE	5,643.44	5,148.67	494.77
PUBLIC WORKS-ADMIN.	22,966.61	23,606.13	(639.52)
PUBLIC WORKS-STREETS	87,142.09	77,373.61	9,768.48
PUBLIC WORKS-SANITATION	55,493.74	53,686.55	1,807.19
PUBLIC WORKS STORM WATER	1,866.91	2,389.10	(522.19)
RECREATION	86,719.37	87,083.38	(364.01)
LIBRARY	12,713.27	11,626.22	1,087.05
COMMUNITY CENTER	964.81	1,129.52	(164.71)
	694,813.92	670,931.08	23,882.84
Y-T-D GENERAL FUND BALANCE INCREASE (DECREASE)		(174,119.87)	174,119.87
			3.44%

ACCOUNT BALANCES	YTD	YTD	YTD
	Sep-17	Sep-16	DIFFERENCE
CASH MANAGEMENT	592,950.55	99,883.13	592,950.55
BB&T CASH IN BANK	81,579.47	88,640.38	(7,060.91)
BB&T PUBLIC FUND MONEY MARKET	132,770.99	126,924.52	5,846.47
SUNTRUST MONEY MARKET	0.00	5,168.98	(5,168.98)
FIRST FEDERAL MONEY MARKET	849,246.99	847,132.32	2,114.67
Y-T-D BALANCE IN GENERAL FUND ACCOUNTS	1,656,548.00	1,167,749.33	488,798.67
BB&T POWELL BILL FUND		0.00	0.00
BB&T STATE FORFEITURE	1,531.32	1,473.85	57.47
BB&T FEDERAL FORFEITURE	0.00	1,530.19	(1,530.19)
FIRST FEDERAL PORTER PARK PROJECT	0.00	0.00	0.00
FIRST FEDERAL CAP. RESERVE/COMMUNITY ENHANCE	71,414.70	48,131.28	23,283.42
FIRST FEDERAL CAP. RESERVE/GENERAL	3,004,137.14	2,907,586.76	96,550.38
FIRST FEDERAL DOWNTOWN PARKING LOT PROJEC	0.00	0.00	0.00
BB&T HEALTH RESERVE HRA ACCT.	16,558.80	12,787.61	3,771.19
SUNTRUST PRIEBE FIELD ACCT.	7,611.92	4,784.02	2,827.90
SUNTRUST TEXTILE MUSEUM	0.00	0.00	0.00
RAIL-TRAIL GRANT CHECKING		93,211.24	(93,211.24)
Y-T-D BALANCE RESTRICTED FUNDS	3,101,253.88	3,069,504.95	31,748.93
CUMULATIVE BALANCE FOR TOWN OF ERWIN	4,757,801.88	4,237,254.28	520,547.60

Cynthia Patterson

From: townmanager
Sent: Monday, November 6, 2017 10:31 AM
To: Cynthia Patterson
Subject: FW: Text Amendment

From: Doug Turner [mailto:dturner@harnettlaw.com]
Sent: Wednesday, November 1, 2017 4:16 PM
To: townmanager <townmanager@erwin-nc.org>
Subject: Text Amendment

Snow,

Please allow this email to serve as a request to withdraw Keith Tripp's request for a text amendment and conditional use permit without prejudice.

We plan to make some changes to our text amendment request and refile in the near future. Please refund to me the \$250 for the conditional use application. I understand that the \$250 paid for the text amendment will cover our future application as well.

Thank you for your assistance in this matter.

Douglas E. Turner, Jr.
dturner@harnettlaw.com

Please take notice of our new mailing address. We are now located at

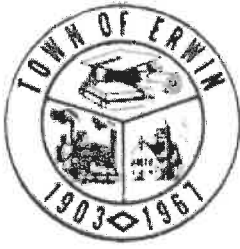
111 Commerce Drive

Dunn, North Carolina 28334



HAYES, WILLIAMS, TURNER & DAUGHTRY
ATTORNEYS AT LAW

111 Commerce Drive, Dunn, NC 28334
Phone (910) 892-2178 Fax (910) 891-1198



TOWN OF ERWIN

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PROCLAMATION RECOGNIZING MR. MAC HUNTER FOR CITIZEN OF THE MONTH

2017-2018---004

Mayor
Patsy M. Carson
Mayor Pro Tem
Randy L. Baker
Commissioners
William R. Turnage
Thurman E. Whitman
Alvester L. McKoy
Ricky W. Blackmon
Frankie Ballard

WHEREAS, the Town of Erwin Mayor and Board of Commissioners, realize that the Town of Erwin's greatest asset is viewed as the citizens that contribute tirelessly and unselfishly of themselves to aide in the well-being of the residents within the community. These citizens display characteristics and qualities in an individual that strive to make a real difference in the lives of children, adults and the elderly without desire for recognition, remuneration or personal gain; and

WHEREAS, Mr. Mac Hunter of 206 East D. Street, Erwin was born on April 9, 1942 to Mr. & Mrs. Robert Winfield Hunter. He graduated from Boyden High School in 1960, Catawba College in 1964 and 1967 he graduated from Wake Forest Law School; and

WHEREAS, Mr. Hunter has been a native of Erwin for 44 years. He married his wife Mary on August 27, 1966. Together they have 2 children Leigh Morris and Allen Hunter. They have 3 grandchildren Mary Kate Morris, Emily Cullen Morris and Riley James Hunter; and

WHEREAS, Mr. Hunter became a member of the Army Reserves in 1967. After training he became an associate with Robert Morgan in Lillington. The Honorable K. Edward Greene joined the Robert Morgan practice and Judge Greene along with Mr. Hunter became partners with Robert Bryan, Shep Bryan, James Johnson and Robert Jones in 1970. Mr. Hunter withdrew and setup his own practice in Erwin in 1974. He was appointed as the Town Attorney for the Town of Erwin in December 1975 and resigned in 1992. He was appointed a second time in December 2001 and still remains there today for a total of 33 years with the Town of Erwin; and

WHEREAS, apart from the law practice, Mr. Hunter has served on many boards such as the Board of Good Hope Hospital, Board of CCB Bank & BB & T in Erwin and also Board of First Federal. He served as Deacon at the Presbyterian Church in Dunn. He loves golfing, flying airplanes, boating, snow skiing, shag dancing and especially playing the harmonica.

NOW THEREFORE BE IT RESOLVED that the Town of Erwin Mayor and Board of Commissioners give recognition and appreciation to Mr. Mac Hunter for his valuable contributions to the quality of life in our community and proudly acknowledge Mr. Mac Hunter as the November 2017 Citizen of the Month.

Duly Adopted, this the 2nd day of November, 2017.


Patsy Carson
Mayor

ATTEST:

Cynthia Patterson, CMC
Town Clerk

MINUTES CONTINUED FROM NOVEMBER 2, 2017

NEW BUSINESS

DROP OFF BOX

Town Manager Snow Bowden informed the board that the Erwin Police Department would like to apply for a grant to CVS to obtain a drop-off box at no cost to the Town. These boxes are primarily used for people to drop off old medicine that they no longer need but any kind of drug can be dropped off in the box. If the Town is awarded a box from CVS it would be emptied monthly. It will be located in the front lobby of the Police Dept.

Commissioner Blackmon made a motion to authorize the Town Manager to write a letter of support on behalf of the Town for the Police Department to apply for this free drop-off box and was seconded by Commissioner Ballard. **The Board voted unanimously.**

MANAGER'S REPORT

- Update on FEMA, finished up Porter Park however still working on North 17th Street. Next would be Woodall Park and a small ditch to clean out at the end of Chicora Road.
- Economic Workshop has been scheduled for November 16th & 17th with CPNI and NC Growth.
- Obtained a Grant for \$301,000 from NC Emergency Management to begin the East Erwin Project
- Street Paving should begin before Thanksgiving

PUBLIC COMMENTS

Furman Lee expressed concern with the recycling pick up. He feels once a month is not enough and would like for recycling picked up every 2 weeks.

CLOSED SESSION

Commissioner Baker made a motion to go into closed session at 7:19 p.m. for the purpose of discussing matters concerning personnel under G.S. 143-318.11 (a) (6) and was seconded by Commissioner Turnage. **The Board voted unanimously.**

RECONVENED

Commissioner Baker made a motion to go back into regular session at 7:46pm and was seconded by Commissioner Turnage. **The Board voted unanimously.**

MINUTES CONTINUED FROM NOVEMBER 2, 2017GOVERNING BOARD COMMENTS

Commissioner McKoy had an opportunity to attend a function at a church near Newton Grove. He then presented a plaque to the Police Dept. and Fire Dept. in appreciation of their services.

Commissioner Blackmon thanked everyone who attended the 75th Anniversary of the Erwin Fire Dept.

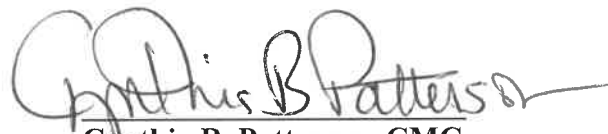
ADJOURNMENT

Commissioner Ballard made a motion to adjourn at 8:05 p.m. and was seconded by Commissioner Whitman. **The Board voted unanimously.**

MINUTES RECORDED AND TYPED BY
CYNTHIA B PATTERSON TOWN CLERK



Patsy Carson
Mayor



Cynthia B. Patterson, CMC
Town Clerk