



**ELIZABETHTOWN  
TOWN COUNCIL  
RESCHEDULED MEETING  
7:00 PM, Monday, September 14, 2020**

Rescheduled September 14, 2020 Town Council Meeting - Virtual (Zoom Meeting).  
Members of the public may join the meeting through Zoom from computer, smart phone or dial-in. Special Zoom Meeting instructions are attached and posted on the Town's web page at [www.elizabethtownnc.org](http://www.elizabethtownnc.org).

1. OPENING, CALL TO ORDER AND ROLL CALL
  - 1.1 Opening, Call to Order and Roll Call  
Mayor Sylvia Campbell will call the meeting to order and call upon Mayor Pro Tem Rufus Lloyd to give the invocation.
2. APPROVAL OF PREVIOUS MINUTES/AGENDA APPROVAL
  - 2.1 Approval of Previous Minutes/Agenda Approval  
Council is requested to approve the meeting minutes as presented and adopt the agenda.  
[SPECIAL CALLED MEETING MINUTES - AUGUST 18, 2020.docx](#)
3. PRESENTATIONS
  - 3.1 Monthly Projects Update  
Council is requested to hear the update.
4. ORDINANCES/RESOLUTIONS/PROCLAMATIONS
  - 4.1 Resolution #R-2020-21 - Disposition of Surplus Property - Commercial Timber  
Council is requested to consider declaring the commercial timber as surplus property and authorizing the Town Manager to negotiate the private party sale.  
[Agenda item - Peak Agenda - Resolution for Surplus Property Disposition - Commercial Timber 9.14.2020.pdf](#)
5. ADMINISTRATIVE MATTERS
  - 5.1 Tax Releases  
Council is requested to grant the tax releases.  
[AUGUST TAX RELEASES 2020.pdf](#)

5.2 Approve Lowest Bid for Elizabethtown Water Extension Project in the Elizabethtown Industrial Park (Construction)  
Council is requested to approve the lowest bid from Hickman Utilities in the amount of \$27,180.00.  
[Bid Tabulation and Letter of Recommendation - Anderson Engineering - 6 inch Watermain Ext. at Industrial Park.pdf](#)

5.3 Monthly Financial Report  
Council is requested to approve the Monthly Financial Report.  
[Agenda item - Financial Report - 9.14.2020.pdf](#)

6. OTHER BUSINESS

6.1 "Briefly": *(Reminders and announcements are made at this time.)*  
Council is requested to hear the reminders and announcements.  
[Agenda item - Briefly - Rescheduled 9.14.2020 Meeting.docx](#)  
[Chamber of Commerce Information - Tourism Impact and Community Work Day.pdf](#)

7. OPEN FORUM

7.1 Open Forum: Three (3) Minutes Per Citizen...Should State Name/Address  
Town Manager Eddie Madden will advise if any written comments from the public have been received.

8. CLOSED SESSION

8.1 Closed Session  
Council is requested to make a motion and second to enter into Closed Session in accordance with NCGS 143-318.11(a)(3) - Attorney-Client Privilege and NCGS 143-318.11(a)(5) - Real Estate.

9. ADJOURNMENT

9.1 Adjournment  
To adjourn the meeting.



# Item Cover Page

## TOWN COUNCIL AGENDA ITEM REPORT

**DATE:** September 14, 2020

**SUBMITTED BY:** Juanita Hester

**ITEM TYPE:** Request

**AGENDA SECTION:** OPENING, CALL TO ORDER AND ROLL CALL

**SUBJECT:** Opening, Call to Order and Roll Call

**BACKGROUND:** For the Roll Call, Council Members will need to state their name for each motion and second made.

**SUGGESTED ACTION:** Mayor Sylvia Campbell will call the meeting to order and call upon Mayor Pro Tem Rufus Lloyd to give the invocation.

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**ATTACHMENTS:**



# Item Cover Page

## TOWN COUNCIL AGENDA ITEM REPORT

**DATE:** September 14, 2020

**SUBMITTED BY:** Juanita Hester

**ITEM TYPE:** Request

**AGENDA SECTION:** APPROVAL OF PREVIOUS MINUTES/AGENDA APPROVAL

**SUBJECT:** Approval of Previous Minutes/Agenda Approval

**BACKGROUND:** Meeting minutes are provided for Council review.

**SUGGESTED ACTION:** Council is requested to approve the meeting minutes as presented and adopt the agenda.

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**ATTACHMENTS:**  
[SPECIAL CALLED MEETING MINUTES - AUGUST 18, 2020.docx](#)

TOWN OF ELIZABETHTOWN  
Special Called Meeting - Virtual  
August 18, 2020

The Elizabethtown Town Council met for a Special Called Meeting on Tuesday, August 18, 2020 at 7:00 p.m. via Zoom. Those present were Mayor Sylvia Campbell, Mayor Pro Tem Rufus Lloyd (joined at the Municipal Building), Council Members Herman Lewis, Rich Glenn, Ricky Leinwand, Paula Greene, Howell Clark Jr., Town Manager Eddie Madden and Town Attorney Goldston Womble. Department Heads joining the Zoom Meeting included Police Chief Tony Parrish, Finance Director Sharon Penny, Code Enforcement Officer Cameron West, Town Clerk Juanita Hester, Director of Communications & Marketing Terri Dennison and Planner I Woody Horton. Representative from the Press joining by Zoom included Emily Williams.

Mayor Sylvia Campbell opened the meeting and called upon Mayor Pro Tem Rufus Lloyd to give the invocation. Town Manager Eddie Madden amended the Agenda to include Closed Session in accordance with NCGS 143-318.11(a)(5) – Real Estate. A motion was made by Council Member Howell Clark Jr., seconded by Council Member Ricky Leinwand, to approve the Agenda to include Closed Session in accordance with NCGS 143-318.11(a)(5) – Real Estate (Unanimous).

Approval Of Previous Minutes

Council Member Herman Lewis, seconded by Mayor Pro Tem Rufus Lloyd, made a motion to approve August 3, 2020 Regular Town Council Meeting Minutes – Virtual (Unanimous).

Item #1: PUBLIC HEARING: APPLICATION FOR COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) – NEIGHBORHOOD REVITALIZATION

Mayor Sylvia Campbell opened the Public Hearing and called upon Mr. Josh Outlaw with The Adams Company to present. Mr. Outlaw noted this is the second of two Public Hearings required, and the application is due Monday, August 31, 2020. The total estimated CDBG program cost is \$750,000.00 which is the maximum. The proposed project will include housing acquisition, clearance, reconstruction, rehabilitation, community park improvements, and

general administration. Housing is the primary activity. With the help of Mr. Cameron West and Town Manager Eddie Madden, three homes will qualify for the program in the event the Town is awarded the grant. One will be rehabilitated and two reconstructed. Martin Luther King Jr. Park will have a sidewalk from the park to Cape Fear Farmer's Market and playground equipment. Mayor Campbell asked Mr. Outlaw if he could tell who the applicants are. Mr. Outlaw stated the owners of the recommended units are Mrs. Rosa Murchison at 708 South Hill Street, Mr. Darryl Rhodie 1103 Williams Street and Ms. Martha Ann Midyette 2407 West Broad Street.

Town Manager Eddie Madden reported there were no written comments from the public received for this second virtual public hearing. Mayor Sylvia Campbell then closed the Public Hearing.

Item #2: RESOLUTIONS AND CITIZEN PARTICIPATION PLAN

**A) – Resolution #2020-18**

Council Member Howell Clark Jr., seconded by Council Member Rich Glenn, moved to approve Resolution #2020-18 to authorize submission of a formal CDBG-NR Application (Unanimous). Copy attached and incorporated herein by reference.

**B) – Citizen Participation Plan**

Mr. Josh Outlaw with The Adams Company noted the Citizen Participation Plan is to describe how the Town will involve citizens in the planning implementation and assessment of the CDBG program. Council Member Howell Clark Jr., seconded by Council Member Rich Glenn, moved to approve the Citizen Participation Plan (Unanimous). Copy attached and incorporated herein by reference.

**C) – Resolution #2020-19 for LGFCU Financial Partners, LLC**

Council Member Howell Clark Jr., seconded by Council Member Herman Lewis, moved to approve Resolution #2020-19 as part of the \$160,000 Loan application process for purchase of firefighting and Rescue equipment for the Fire Department (Unanimous). Copy attached and incorporated herein by reference.

**D) – Resolution #2020-20 – Hazard Mitigation Plan Update**

Town Manager Eddie Madden noted that Bladen County Emergency Services Director Nathan Dowless applied for the Hazard Mitigation Grant funding and received the grant Countywide. Local governments must develop an All-Hazard Mitigation Plan in order to be eligible to receive future Hazard Mitigation Grant Program Funds. The program is reviewed every five years. Council Member Howell Clark Jr., seconded by Mayor Pro Tem Rufus Lloyd, moved to approve Resolution # 2020-20 Hazard Mitigation Plan Update (Unanimous). Copy attached and incorporated herein by reference.

Item #3: OPEN FORUM: Three (3) Minutes Per Citizen...Should State Name/Address

There were no written comments received.

CLOSED SESSION

Council Member Howell Clark Jr., seconded by Council Member Ricky Leinwand, moved to enter onto Closed Session in accordance with NCGS 143-318.11(a)(5) – Real Estate (Unanimous).

With no further business to discuss, Council Member Herman Lewis, seconded by Council Member Howell Clark Jr., moved to adjourn (Unanimous).

\_\_\_\_\_  
Sylvia Campbell, Mayor

Attest:

\_\_\_\_\_  
Beverly Robinson, Deputy Town Clerk



# Item Cover Page

## TOWN COUNCIL AGENDA ITEM REPORT

**DATE:** September 14, 2020

**SUBMITTED BY:** Juanita Hester

**ITEM TYPE:** Request

**AGENDA SECTION:** PRESENTATIONS

**SUBJECT:** Monthly Projects Update

**BACKGROUND:** The Town Manager will provide an update on the various projects the Town has under way.

Action required by the Council on the various projects will be placed on the agenda under a separate agenda item if needed.

**SUGGESTED ACTION:** Council is requested to hear the update.

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**ATTACHMENTS:**



# Item Cover Page

## TOWN COUNCIL AGENDA ITEM REPORT

**DATE:** September 14, 2020

**SUBMITTED BY:** Juanita Hester

**ITEM TYPE:** Resolution

**AGENDA SECTION:** ORDINANCES/RESOLUTIONS/PROCLAMATIONS

**SUBJECT:** Resolution #R-2020-21 - Disposition of Surplus Property - Commercial Timber

**BACKGROUND:** Presented for Town Council consideration is resolution for surplus property disposition of commercial timber. This timber is located on the 32.96 acre tract that the Town owns in the Industrial Park.

**SUGGESTED ACTION:** Council is requested to consider declaring the commercial timber as surplus property and authorizing the Town Manager to negotiate the private party sale.

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### ATTACHMENTS:

Agenda item - Peak Agenda - Resolution for Surplus Property Disposition - Commercial Timber 9.14.2020.pdf

**TOWN OF ELIZABETHTOWN**  
**Resolution Authorizing the Disposition of**  
**Certain Personal Property by Private Sale**

**#R-2020-21**

**WHEREAS**, the Town Council of the Town of Elizabethtown desires to dispose of certain surplus property of the Town of Elizabethtown;

**NOW, THEREFORE, BE IT RESOLVED** by the Town Council that:

(1) The following described property is hereby declared to be surplus to the needs of the Town of Elizabethtown:

*Commercial timber on the forest land of the 32.96 acre tract in the Elizabethtown Industrial Park owned by the Town of Elizabethtown, and located between Executive Drive and Aviation Parkway -- Portion of Parcel 0026604.*

(2) The Town Manager is authorized to dispose of the described property by private sale at a negotiated price.

(3) The Town Clerk shall publish notice summarizing this Resolution in accordance with NCGS 160A-267.

(4) The sale may be consummated not earlier than 10 days from the date of publication.

Adopted this the 14<sup>th</sup> day of September, 2020.

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Sylvia Campbell, Mayor

ATTEST:

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Juanita Hester, Town Clerk

**§ 160A-267. Private sale.**

When the council proposes to dispose of property by private sale, it shall at a regular council meeting adopt a resolution or order authorizing an appropriate city official to dispose of the property by private sale at a negotiated price. The resolution or order shall identify the property to be sold and may, but need not, specify a minimum price. A notice summarizing the contents of the resolution or order shall be published once after its adoption, and no sale shall be consummated thereunder until 10 days after its publication. (1971, c. 698, s. 1; 1979, 2nd Sess., c. 1247, s. 24.)



# Item Cover Page

## TOWN COUNCIL AGENDA ITEM REPORT

**DATE:** September 14, 2020

**SUBMITTED BY:** Juanita Hester

**ITEM TYPE:** Request

**AGENDA SECTION:** ADMINISTRATIVE MATTERS

**SUBJECT:** Tax Releases

**BACKGROUND:** Tax Collector Beverly Robinson has requested the following tax releases.

**SUGGESTED ACTION:** Council is requested to grant the tax releases.

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**ATTACHMENTS:**  
[AUGUST TAX RELEASES 2020.pdf](#)

## MEMORANDUM

TO: Mayor and Town Council  
FROM: Beverly Robinson, Certified Tax Collector <sup>WR</sup>  
SUBJECT: Tax Releases  
DATE: August 17, 2020

### BACKGROUND AND DISCUSSION

Tax collector Beverly Robinson has requested the following tax releases:

	<u>Account No.</u>	<u>Tax Released</u>
<b>2020 Jerry Tatum</b>	5013677	
Reason Only 3.00 Acres In City Limits		
Released Value \$146,394.00		
Real Property		
Tax Released		\$ 900.32
<b>2020 James Bridgers</b>	0544689	
Reason Only 2.54 Acres In City Limits		
Released Value \$ 83,701.00		
Real Property		
Tax Released		\$ 514.77
<b>2020 Bladen County Youth Focus</b>	5013963	
Reason Exempted - School		
Released Value \$ 6,080.00		
Real Property		
Tax Released		\$ 37.39
<b>2020 Meters Holdco LLC</b>	0545089	
Reason Wrong Schedule		
Released Value \$ 19,294.00		
Personal Property		
Tax Released		\$ 118.66
<b>2020 Bladen Youth Focus</b>	5013963	
Reason Exempt- School		
Released Value \$483,390.00		
Real Property		
Tax Released		\$ 2,972.85
<b>2020 Bladen Youth Focus</b>	5013963	
Reason Exempt - School		
Released Value \$ 59,160.00		
Real Property		
Tax Released		\$ 363.83
<b>2020 Bladen Youth Focus</b>	5013963	
Reason Exempt -School		
Released Value \$ 18,910.00		

Real Property Tax Released		\$	116.30
<b>2020 Bladen Youth Focus</b>	50139363		
Reason Exempt - School			
Released value	\$ 13,480.00		
Real Property Tax Released		\$	82.90
<b>2020 Bladen Youth Focus</b>	5013963		
Reason Exempt - School			
Released Value	\$ 7,960.00		
Real Property Tax Released		\$	48.95
<b>2020 TIAA Commercial</b>	5013698		
Reason Changed Value			
Released Value	\$ 21,884.00		
Personal Property Tax Released		\$	<u>134.58</u>
<b>Council is requested to grant the above tax releases</b>		\$	<u><u>5,290.55</u></u>



# Item Cover Page

## TOWN COUNCIL AGENDA ITEM REPORT

**DATE:** September 14, 2020

**SUBMITTED BY:** Juanita Hester

**ITEM TYPE:** Request

**AGENDA SECTION:** ADMINISTRATIVE MATTERS

**SUBJECT:** Approve Lowest Bid for Elizabethtown Water Extension Project in the Elizabethtown Industrial Park (Construction)

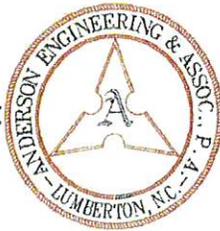
**BACKGROUND:** In order to connect the two incubator buildings in the Elizabethtown Industrial Park to the Town's water system, Project Engineer Larry Anderson obtained bids from four (4) utility contractors. The lowest bid received was from Hickman Utilities in the amount of \$27,180.00 for construction of a 6-inch water line. Anderson Engineering has reviewed the bid information and recommends bid award to Hickman Utilities.

**SUGGESTED ACTION:** Council is requested to approve the lowest bid from Hickman Utilities in the amount of \$27,180.00.

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### ATTACHMENTS:

[Bid Tabulation and Letter of Recommendation - Anderson Engineering - 6 inch Watermain Ext. at Industrial Park.pdf](#)



# Anderson Engineering & Assoc., P.A.

P.O. Box 1736  
305 North Chippewa  
Lumberton, NC 28359  
Licensure No.: C-0793

Larry Anderson, P.E.  
President

September 10, 2020

Attention: Eddie Madden  
Town of Elizabethtown  
805 West Broad Street  
Elizabethtown NC 28337

Ref.: 6" Watermain Extension at Industrial park  
Bid Award Recommendation

Mr. Madden,

Please find attached the bid tabulation on the above referenced project for your use. We have reviewed the bids and offer a recommendation to award the contract to Hickman Utilities in the amount of \$27,180.00.

Once the Board has acted on this recommendation, let me know such that we can begin contract execution and set the Notice of Award date.

Should you have any questions, please do not hesitate to contact me.

Sincerely,

ANDERSON ENGINEERING & ASSOC., PA

Larry W. Anderson, P.E.  
President

LWA/rl

Attachment: Bid Tabulation



National Society of  
Professional Engineers®  
NSPE Licensed Member



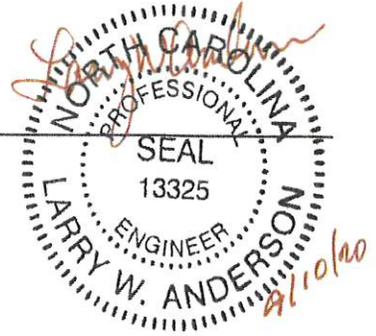
# Anderson Engineering & Assoc., P.A.

P.O. Box 1736  
 305 North Chippewa  
 Lumberton, NC 28359  
 Licensure No.: C-0793

Larry Anderson, P.E.  
 President

## BID TABULATION SHEET

**PROJECT:** WATER MAIN EXTENSION AT ELIZABETHTOWN INDUSTRIAL PARK  
**OWNER:** TOWN OF ELIZABETHTOWN  
**PROJECT #:** 50-1772  
**BID DATE:** 9/10/2020  
**BID TIME:** 2 p.m. (EST)  
**BID LOCATION:** ANDERSON ENGINEERING & ASSOCIATES, P.A.



BIDDER	Frank Horne Construction		Hickman Utilities		Columbus Utilities		BMCO	
	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
500LF of 6"Ø C-900 PVC	\$27.00	\$13,500.00	\$17.50	\$8,750.00	\$22.25	\$11,125.00	\$50.00	\$25,000.00
(2) 6"X6" Tee	\$725.00	\$1,450.00	\$500.00	\$1,000.00	\$750.00	\$1,500.00	\$1,750.00	\$3,500.00
(4) 6" Gate Valve	\$1,525.00	\$6,100.00	\$1,070.00	\$4,280.00	\$1,225.00	\$4,900.00	\$950.00	\$3,800.00
(2) 4½" VO Fire Hydrant	\$4,300.00	\$8,600.00	\$3,850.00	\$7,700.00	\$4,300.00	\$8,600.00	\$7,000.00	\$14,000.00
(1) 8"X6" Tapping Sleeve & Valve	\$3,575.00	\$3,575.00	\$2,775.00	\$2,775.00	\$10,200.00	\$10,200.00	\$8,000.00	\$8,000.00
(1) 6" Plug	\$235.00	\$235.00	\$375.00	\$375.00	\$225.00	\$225.00	\$6,000.00	\$6,000.00
15 SY of 2" Asphalt Open Cut & Patch	\$100.00	\$1,500.00	\$120.00	\$1,800.00	\$60.00	\$900.00	\$150.00	\$2,250.00
30 SY of 6" Concrete Open Cut & Patch	\$125.00	\$3,750.00	\$0.00	\$0.00	\$30.00	\$900.00	\$350.00	\$10,500.00
0.25 AC Seeding	\$2,400.00	\$600.00	\$2,000.00*	\$500.00	\$8,000.00	\$2,000.00	\$10,000.00	\$2,500.00
<b>Total Bid Price</b>		\$39,310.00		\$27,180.00*		\$40,350.00		\$75,550.00
<b>Overhead &amp; Profit Percentage</b>		25%		20%		20%		15%

\*Corrected based on total price

Autry Grading	NO BID
Terrahawk Civil Contractors	NO BID



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 Professional Engineers®  
 NSPE Licensed Member



# Item Cover Page

## TOWN COUNCIL AGENDA ITEM REPORT

**DATE:** September 14, 2020

**SUBMITTED BY:** Juanita Hester

**ITEM TYPE:** Request

**AGENDA SECTION:** ADMINISTRATIVE MATTERS

**SUBJECT:** Monthly Financial Report

**BACKGROUND:** Finance Director Sharon Penny brings forth a Financial Report for the month of September 2020. Mrs. Penny may be called upon to give a brief presentation of same.

**SUGGESTED ACTION:** Council is requested to approve the Monthly Financial Report.

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**ATTACHMENTS:**  
[Agenda item - Financial Report - 9.14.2020.pdf](#)

# ELIZABETHTOWN as of August 31, 2020 BUDGET & FINANCE SNAPSHOT

## FISCAL YEAR 2020-2021 REVENUES

% YEAR COMPLETED: 16.67 %

Revenue Sources	Fiscal Year Budget	Actual Y-T-D as of 8-31-2020	% of Budget
<b>GENERAL FUND</b>			
Ad Valorem & BID Taxes	1,599,800	586,378	36.7%
Vehicle Taxes	190,000	26,712	14.1%
Local Option Sales Taxes	719,000	113,831	15.8%
Utility Franchise Taxes	323,000	24,000	7.4%
ABC Revenue	105,000	26,250	25.0%
Powell Bill	111,000	0	0.0%
Bladen Fire District	170,000	14,083	8.3%
Solid Waste fees	1,022,000	174,681	17.1%
Permits & Fees	25,815	6,735	26.1%
FEMA reimbursement	-	6,533	--
NC Recovery Grant	170,712	7,568	4.4%
Rental Income	43,800	6,704	15.3%
Interfund transfers	437,747	-	0.0%
General Fund Balance Approp.	-	0	--
Miscellaneous	224,218	72,195	32.2%
<b>TOTAL GENERAL FUND</b>	<b>5,142,092</b>	<b>1,065,671</b>	<b>20.7%</b>
<b>WATER FUND</b>			
Water fees	670,000	146,807	21.9%
Sewer fees	820,000	148,198	18.1%
Utility Fund Balance Approp.			--
Miscellaneous fees	144,500	8,171	5.7%
<b>TOTAL WATER FUND</b>	<b>1,634,500</b>	<b>303,176</b>	<b>18.5%</b>

### FINANCE DEPARTMENT ACTIVITY

Finance Staff continue to collect utility bills and 2020 tax bills. We continue to work with legal counsel to collect delinquent taxes.

### FINANCIAL REPORT

As is indicated in the table to the left, Elizabethtown received \$1,065,671 of its General Fund budgeted revenues during the reporting period, which began July 1, 2020. It also received \$303,176 of the \$1.63 million budgeted revenue in the Water Fund. The largest source of revenue this period was from payment of property taxes of which 36.7% of budget has been collected. The total percentage of revenue received in the general fund and the water/sewer fund combined is 20%.

# BUDGET & FINANCE SNAPSHOT

## FISCAL YEAR 2020-2021 EXPENDITURES

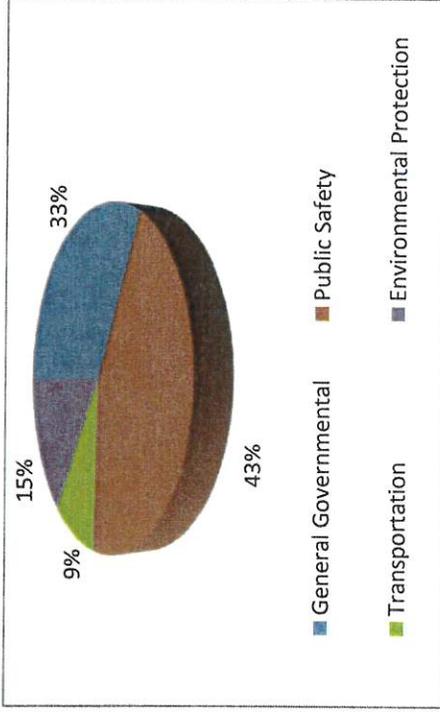
Department	Fiscal Year Budget	Actual Y-T-D as of 8-31-2020	% of Budget
Governing Body	37,251	7,221	19.4%
Administration	630,275	149,649	23.7%
Finance	349,378	49,585	14.2%
Public Services	282,769	67,888	24.0%
Public Facilities	96,775	18,555	19.2%
Police	1,393,285	240,813	17.3%
Fire	887,158	171,639	19.3%
Streets	453,219	77,768	17.2%
Powell	124,130	7,680	6.2%
Solid Waste	561,500	80,843	14.4%
Planning & Economic Develop.	130,388	22,451	17.2%
Recreation	41,150	11,822	28.7%
Special Appropriations	77,067	44,000	57.1%
Airport	77,747	12,984	16.7%
<b>GENERAL FUND TOTAL</b>	<b>5,142,092</b>	<b>962,898</b>	<b>18.7%</b>
<b>WATER FUND</b>			
Water	812,258	109,045	13.4%
Sewer	822,242	98,669	12.0%
<b>WATER FUND TOTAL</b>	<b>1,634,500</b>	<b>207,715</b>	<b>12.7%</b>

**REVENUE OVER/UNDER EXPENDITURES**

GENERAL FUND	0 \$	102,772
WATER FUND	0 \$	95,462

**TOTAL COMBINED FUNDS**

<b>0 \$</b>	<b>198,234</b>
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As of August 31, 2020, Elizabethtown has expended \$962,898 of this fiscal year's \$5.14 million General Fund operating budget and \$207,715 from it's Water Fund budget. The total expenditures for the combined funds equate to approximately 17.27 % of the annual operating budget. The fiscal year-to-date expenditures are shown by area of function in the pie chart above. The largest expenditures for the Town is related to the provision of Public Safety & General Government.



# Item Cover Page

## TOWN COUNCIL AGENDA ITEM REPORT

**DATE:** September 14, 2020

**SUBMITTED BY:** Juanita Hester

**ITEM TYPE:** Request

**AGENDA SECTION:** OTHER BUSINESS

**SUBJECT:** "Briefly": *(Reminders and announcements are made at this time.)*

**BACKGROUND:** Mayor Campbell may call upon Town Manager Eddie Madden for a formal report.

**SUGGESTED ACTION:** Council is requested to hear the reminders and announcements.

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### ATTACHMENTS:

[Agenda item - Briefly - Rescheduled 9.14.2020 Meeting.docx](#)

[Chamber of Commerce Information - Tourism Impact and Community Work Day.pdf](#)

To: Mayor and Town Council  
From: Eddie Madden, Town Manager  
Subject: “Briefly”  
Date: Rescheduled September 14, 2020

The following items are provided as information to Council:

- The Planning Board will be meeting on September 14th at 6 p.m.
- Attached is copy of 9/2/2020 update from Chamber of Commerce Executive Director Terri Dennison noting “Tourism Impacts on Bladen County in 2019” and information about the November 7<sup>th</sup> Community Workday (**ATTACHMENT**).



**For the Month of September**

9/11 – Samuel Hodge, Firefighter  
9/19 – Rich Glenn, Council Member  
9/20 – Sharon Penny, Finance Director

**Juanita Hester**

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**From:** Terri Dennison <tdennison@elizabethtownnc.org>  
**Sent:** Wednesday, September 2, 2020 2:51 PM  
**To:** Juanita Hester  
**Subject:** Weekly Update -9/2/20

[View this email in your browser](#)



**ECONOMIC IMPACT FROM TOURISM INCREASES AGAIN IN 2019**

**TOURISM IMPACTS ON BLADEN COUNTY IN 2019**

<b>Visitor spending</b>	<b>45.26 Million</b>
<b>Number of employees in tourism industry</b>	<b>210</b>
<b>Payroll</b>	<b>5.03 Million</b>
<b>State Sales Tax Receipts</b>	<b>2.72 Million</b>
<b>Local Tax Receipts</b>	<b>1.30 Million</b>

Economic Impact of Travel on North Carolina Counties 2019

***County Spending by Domestic Visitors Increases by 5.6 Percent to \$45 Million***

Domestic visitors to and within Bladen County spent \$45.26 million in 2019, an increase of 5.6 % from 2018. The data comes from an annual study commissioned by [Visit North Carolina](#), a unit of the Economic Development Partnership of North Carolina.

“Tourism has a huge impact on our area,” Elizabethtown – White Lake Area Chamber of Commerce Executive Director, Terri Dennison said. “The visitors who enjoy the beach and water activities at White Lake, come to shop in downtown Elizabethtown, eat at our local restaurants, and participate in outdoor recreation at

# COMMUNITY WORKDAY



**Harmony Hall Plantation Village**

**SATURDAY,  
NOV. 7, 2020  
8am—4pm**

*One of Bladen County's historic sites has not fared well in the last few years. To help spruce up Harmony Hall Plantation Village, the Elizabethtown – White Lake Area Chamber of Commerce and Keep Bladen Beautiful are teaming up with the Board of Harmony Hall to host a Community Workday at the historic site.*



**LUNCH WILL BE  
PROVIDED**

**CALL THE  
CHAMBER OFFICE TO  
SIGN-UP  
910-862-4368**

**YOUR TIME, TALENTS,  
MATERIALS AND  
MONETARY  
RESOURCES ARE  
GREATLY  
APPRECIATED**

**WE NEED HELP TO:**

- Relocate the River Trail**
- Scrape and Paint the Tatum Store, the Chapel, and the General Store**
- Clean the interiors of the Tatum Store, the Chapel and the General Store**
- Repaint the restrooms**
- Build a shell and insulate the pump house**

All volunteers will be assigned work in small groups.  
Face coverings or social distancing are encouraged.





## Item Cover Page

### TOWN COUNCIL AGENDA ITEM REPORT

**DATE:** September 14, 2020

**SUBMITTED BY:** Juanita Hester

**ITEM TYPE:** Request

**AGENDA SECTION:** OPEN FORUM

**SUBJECT:** Open Forum: Three (3) Minutes Per Citizen...Should State Name/Address

**BACKGROUND:** With this being a Virtual Meeting, written comments may be made by submitting the comments to Town Clerk Juanita either by email: [jhester@elizabethtownnc.org](mailto:jhester@elizabethtownnc.org) or by depositing the written comments in an envelope appropriately marked and placed in the Town's Drive-through Drop-Box.

**SUGGESTED ACTION:** Town Manager Eddie Madden will advise if any written comments from the public have been received.

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**ATTACHMENTS:**



# Item Cover Page

## TOWN COUNCIL AGENDA ITEM REPORT

**DATE:** September 14, 2020

**SUBMITTED BY:** Juanita Hester

**ITEM TYPE:** Request

**AGENDA SECTION:** CLOSED SESSION

**SUBJECT:** Closed Session

**BACKGROUND:** For remote meetings, a Public Body is not required to provide access to the remote meeting while it is in closed session.

**SUGGESTED ACTION:** Council is requested to make a motion and second to enter into Closed Session in accordance with NCGS 143-318.11(a)(3) - Attorney-Client Privilege and NCGS 143-318.11(a)(5) - Real Estate.

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**ATTACHMENTS:**



# Item Cover Page

## TOWN COUNCIL AGENDA ITEM REPORT

**DATE:** September 14, 2020

**SUBMITTED BY:** Juanita Hester

**ITEM TYPE:** Request

**AGENDA SECTION:** ADJOURNMENT

**SUBJECT:** Adjournment

**BACKGROUND:** A motion and second will be needed to adjourn.

**SUGGESTED ACTION:** To adjourn the meeting.

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**ATTACHMENTS:**

ZOOM INFORMATION FOR JOINING THE  
RESCHEDULED 9/14/2020 MEETINGS:

Elizabethtown Planning Board Meeting at 6:00 p.m.

Elizabethtown Town Council Meeting at 7:00 p.m.

## TOWN OF ELIZABETHTOWN

### PUBLIC NOTICE

In accordance with the N.C. Governor's Executive Order, the Rescheduled September 14, 2020 Town of Elizabethtown Town Council Meeting and the Elizabethtown Planning Board Meeting will be conducted virtually and will not be open to on-site visitors. The virtual meetings will allow the Mayor, Council Members and Elizabethtown Planning Board Members to conduct the important business of municipal government while protecting the health and safety of the public and town staff.

For the Rescheduled September 14, 2020 Elizabethtown Planning Board Meeting, the meeting time will be 6:00 p.m. and for the Town Council meeting, the meeting time will be 7:00 p.m. There will be no Noon Work Session for Town Council on 9/14/2020. Members of the public may join the meetings through Zoom from computer, smart phone or dial-in.

Please see the following information in order to connect to the September 14, 2020 Rescheduled **Elizabethtown Planning Board Meeting at 6:00 p.m.:**

#### Join Zoom Meeting –

<https://us02web.zoom.us/j/88954365056?pwd=VTNLeHpnVjNwQTNESnN5SE1BN3VCZz09>

Meeting ID: 889 5436 5056

Passcode: 509703

One tap mobile

+13126266799,,88954365056#,,,,,0#,,509703# US (Chicago)

+19294362866,,88954365056#,,,,,0#,,509703# US (New York)

Dial by your location

+1 312 626 6799 US (Chicago)

+1 929 436 2866 US (New York)

+1 301 715 8592 US (Germantown)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

Meeting ID: 889 5436 5056

Passcode: 509703

Find your local number: <https://us02web.zoom.us/j/88954365056>

Please see the following information in order to connect to the September 14, 2020 Rescheduled **Elizabethtown Town Council Meeting at 7:00 p.m.:**

#### Join Zoom Meeting –

<https://us02web.zoom.us/j/87319818239?pwd=Z1BOcXRUVUJOREQwRUJqUGdZV2s4Zz09>

Meeting ID: 873 1981 8239

Passcode: 192619

One tap mobile

+13126266799,,87319818239#,,,,,0#,,192619# US (Chicago)

+19294362866,,87319818239#,,,,,0#,,192619# US (New York)

Dial by your location

- +1 312 626 6799 US (Chicago)
- +1 929 436 2866 US (New York)
- +1 301 715 8592 US (Germantown)
- +1 346 248 7799 US (Houston)
- +1 669 900 6833 US (San Jose)
- +1 253 215 8782 US (Tacoma)

Meeting ID: 873 1981 8239

Passcode: 192619

Find your local number: <https://us02web.zoom.us/j/kcfdqfn5LI>

With the Town Council meeting being a Virtual Meeting, written comments may be made by submitting the comments to Town Clerk Juanita Hester either by email: [jhester@elizabethtownnc.org](mailto:jhester@elizabethtownnc.org) or by depositing the written comments in an envelope appropriately marked and placed in the Town's Drive-through Drop-Box.

Sylvia Campbell, Mayor