



TOWN OF PRINCEVILLE

Board of Commissioners Regular Meeting Minutes
November 15, 2021, 7:00PM
201 S Main Street, Tarboro, NC 27886

Amid the COVID-19, the Board of Commissioners meeting will not be open to the public but will be available via teleconference.

Board Present: Mayor Bobbie Jones, Mayor Pro-Tem Commissioner Linda Joyner, Commissioner JoeRoam Myrick, Commissioner William Johnson, Commissioner Alvin Jones (not present)

Staff: Town Manager Glenda Knight, Town Clerk Jessica Rudd, Public Works Director Rydedrick Porter, Attorney Dana Jones (not present)

- I. Call to Order and Roll Call (Mute phones please. Presider, please state the date for recording purposes)- Mayor**
- II. Invocation-Commissioner Linda Joyner**
- III. Pledge of Allegiance-N/A**
- IV. Public Hearing-** Commissioner Joyner motioned to open the public hearing, Commissioner Johnson seconded. Vote carried (3-0) There were no public hearing comments relating to use of ARP funds. Commissioner Joyner motioned to close public hearing. Commissioner Johnson seconded. vote carried (3-0)
- V. Public Comments: (Limited to 2 minutes. Read by Town Manager)- None**
- VI. Announcement (Read by Mayor Bobbie Jones)**
 - 1) Coronavirus testing sites: Freedom Hill, Vidant walk-in clinic, Heritage Park
 - 2) Covid Vaccination: ECHD, Freedom Hill, Walgreen, Walmart, OIC
- VII. Adjustment to Agenda-** Town Manager asked the board to add CPA firm recommendation under section 10 number 2. Commissioner Joyner motioned to approve addition of CPA firm recommendation under section 10 number 2, Commissioner Myrick seconded, vote carried (3-0)
- VIII. Presentation**
 - 1) Captain Williams: Town Manager presented Captain Williams with a plaque extending appreciation for always being readily available when the Town needs him and always offering recommendations in the most humble and professional manner. Mayor presented a plaque to Sheriff Cleo Atkinson for working so hard and diligently with the Town and Captain Williams accepted the plaque on his behalf. Captain Williams expressed his gratitude and gave the board an update that Edgecombe County Sheriff's office received a grant which would put 8-10 license plate readers (LPRs) in the Town of Princeville. He stated the cameras should be up the summer of 2022 and will help the community tremendously.

IX. Approval of the Agenda (Recommendation: Approval)-Commissioner Joyner motioned to approve the agenda, Commissioner Johnson seconded, vote carried (3-0).

X. Consent Agenda-Commissioner Joyner motioned to approve consent agenda, Commissioner Myrick seconded, vote carried (3-0)

XI. Department Reports (See attachments)

- 1) Public Works- Public Works Director (PWD) followed up on questions about lighting near the roundabout and EMC went on site and determined that the distribution box, which is needed to power that area, comes from Dominion. He contacted Dominion and is waiting for them to get back with him with prices on electric and solar lighting. PWD announced that the physical data report has been completed for the Powell Bill and the Town has been approved. He also passed out a document listing private, town and DOT ditches per board request. Mayor asked about a hole at the intersection of Dancy and Church Street and a manhole cover on Mullins. PWD stated they placed extra cones around the area and will follow up on the status of both locations.
- 2) Finance- Town Manager stated she and the team had the opportunity to meet with 3 CPA firms and found that all the submissions were excellent but came to a consensus and chose the RH CPA firm. She stated that this CPA firm seemed to be the best fit for the Town's finances and staying connected and seeing this service as a partnership. Town Manager asked for approval consideration from the board. Commissioner Joyner motioned to approve RH firm for the Town's audits, Commissioner Johnson seconded. Vote carried (3-0). Mayor asked about a missing check and Town Manager stated the finance officer found it and it was a voided check. She also stated the finance officer is using new equipment with computers and printers and she and the clerk were trying to learn to print the checks properly, which is why there were multiple voided checks. Commissioner Myrick stated the Town went over the budget for the Grand Opening and stated the next time the board should receive a breakdown of how the money is being spent before the board votes on it. He also asked why the Town purchased plates and utensils when the Town paid the caterer to do the work. Town Manager stated that the \$2,500 was specifically for the caterer to supply food and the Town was responsible for the utensils. She also stated that cost of the event was not as high as it could have been and that costs were cut to still ensure that it was a well-represented event. Town Manager mentioned the staff, after every event, discuss what worked and what could have been done better. She stated for future events the Town will consider whether a DJ or musician is both needed.
- 3) Consultant-No questions
- 4) Edgecombe County Sheriff Office-No questions
- 5) Princeville Volunteer Fire Department- Chief Brown gave a couple of updates and stated on December 1st the Fire Department will resume their medical call services meaning if someone calls 911 the Fire Department will arrive first and provide assistance to citizens before the ambulance arrive. Chief Brown asked that citizens go to the Fire Departments Facebook page to receive information and reminders on fire prevention during the winter months. Chief Brown answered clarifying questions from the board members. No further questions

XII. Town Managers Report

- 1) Town Hall- Town Manager stated she is still working with Rescue Construction concerning repairs that need to be made at the Town Hall and shared they have not yet responded. She stated the Town Hall is under a one-year manufacturer warranty. Town Manager stated K&H are still working with Lumen to get the security monitors working. The board discussed bringing citizens back into the board meetings. Commissioner Myrick motioned to allow the first 10 citizens and 1 news reporter who call in, to attend the monthly board meetings, Commissioner Joyner seconded. Vote carried 3-0.
- 2) Senior Center- Town Manager shared Ms. Tate's resume with the board and stated she has hit the ground running in the new Senior Center Director position. Town Manager also shared the Town is recruiting seniors and suggested the Town have a Christmas dinner recruitment fellowship to bring in more seniors. Commissioner Joyner motioned to approve the Senior Center Christmas Dinner, Commissioner Johnson seconded. Vote carried (3-0). Commissioner Joyner asked when will the elevator be available at the Senior Center. Town Manager stated they are waiting on Lumen to finish their work so the elevator can be inspected. Commissioner Myrick suggested placing motion lights under the Senior Center building and Town Manager stated that was a good idea for safety reasons, however the area is well lit but have some closed spaces. Town Manager shared local cost samples regarding renting the Senior Center space. She recommended the board think about it and vote on it the next board meeting.
- 3) Heritage Park- Town Manager spoke about the Farmer's Market and stated the cost of supplies have skyrocketed and has increased the total budget of the project, making it less of a reality. OCA and Wooten stated the Town may have to forgo the walking trail and the basketball court or vice versa, the farmer's market. Town Manager asked the board if they would like to tap into the 500,000 and/or the ARP funds. Mayor stated he would like to keep the walking trail and basketball court and that some of those funds could be used. There were no objections by other board members.
- 4) 53 acres- Wooten has started with phase 1, surveying. Town Manager stated they had a team meeting to discuss the next steps which will include Wooten continuing the surveying and clearance. She also stated the Brick funding is still in its final phase of selection and she feels optimistic that Princeville will be recipients of those funds which would elevate the 53 acres project enormously.
- 5) 88 acres- Town Manager stated she will be working with the County to talk about the water and sewer and them taking advantage of the DEQ funds, since they are the owners of water and sewer. She stated that these type funds would help the project considerably, in addition to the efforts of OSBM.

XIII. Attorney Report

XIV. Old Business

XV. New Business

- 1) Mayor read the resolution for the annexation of the 88.8 acres located along South Shiloh Farm Road. Commissioner Joyner motioned to adopt the resolution to annex approximately 88.8 acres of land into the Town of Princeville,

Commissioner Johnson seconded. Vote carried (3-0). Town Manager stated a public hearing would follow.

- 2) Conservation Trust of NC wanted to get the board's permission to have their board meeting at the Senior Center on December 17, 2021. Town Manager asked the board if they would waive the fee and Mayor stated the Town said they can use the facilities free of charge. Commissioner Joyner motioned to honor the request of Conservation Trust to have their meeting at the Senior Center free of charge, Commissioner Johnson seconded. Vote carried (3-0).
- 3) Mayor read the resolution to accept the \$500,000 grant funds. Commissioner Joyner motioned to accept the \$500,000 grant funds, Commissioner Johnson seconded. Vote carried 3-0. Town Manager shared community feedback would be good.
- 4) Mayor updated the citizens on the status of the levee. He stated the Town had a meeting with the Army Corp of Engineers and stated progress is still being made. Mayor also stated the Town does not want to protect Princeville and cause harm to any surrounding communities, so the Army Corp of Engineers is trying to make adjustments to ensure Princeville and surrounding communities are safe. Mayor stated he feels good about the leadership of the Army Corp of Engineers and all of the elected officials reaching out to say they support Princeville. Commissioner Joyner added that money was not an option in protecting Princeville because of the historical status of the Town.

XVI. Executive Session: Commissioner Joyner voted to go into executive session, Commissioner Myrick seconded, vote carried (3-0).

- N.C.G.S. 143-318.11(a)(1)(6) To prevent the disclosure of information that is privileged or confidential pursuant to the law of this State or of United States, or not considered a public record within the meaning of the Chapter 132 of the General Statutes.
- N.C.G.S. 143-318.11(a)(4) To discuss relating to the location or expansion of industries agreement on a tentative list of economic development incentives that may be offered by the public body in negotiations or to discuss matters relating to military installation closure or realignment.

Commissioner Myrick moved to end executive session, Commissioner Johnson seconded, vote carried 3-0. Commissioner Myrick moved to go back into regular session, Commissioner Johnson seconded, vote carried 3-0.

- 1) Acquisition-Town Manager gave an update on the property of 311 Walston Street and on the HMGP project.
- 2) Personnel- The board discussed Town Manager's goals and objectives and pay raise. Commissioner Joyner motioned to rescind the previous vote of 2% and increase to 6%, Commissioner Johnson seconded. Vote carried 2-1.

XVII. Board Comments- Commissioner Myrick stated it was brought to his attention concerning the Grand Opening Ceremony that it was more of an awards ceremony than a Grand Opening ceremony. He also stated questions of whether board members can accept gifts arose. The mayor mentioned that it would be good to change the meeting to 6:00 pm and restrict to 2 hours. Commissioner Joyner motioned to change the meeting time from 7:00pm to 6:00pm with

a max time of 2 hours, Commissioner Johnson seconded. Vote carried 3-0. Mayor stated next year the Town should do something to recognize the Veterans. Mayor also asked the board was it feasible to start advertising that the Town will be using some of the ARP funds to pay for education. Commissioner Joyner stated she thinks it needs to be developed more to make sure its clear how the program is going to be utilized. Mayor stated to email him any suggestions from the outline sent via email and he would add them as needed. Commissioner Joyner stated former Commissioner Bullock thought it would be ideal to nominate Turner Prince next time there's a nomination for the hall of fame and the board agreed. No further comments.

XVIII. Adjournment- Commissioner Myrick moved to adjourn the meeting.
Commissioner Johnson seconded; vote carried 3-0.

Bobbie Jones 1-19-2022
Bobbie Jones, Mayor Date

Jessica Rudd 1-19-2022
Jessica Rudd, Clerk Date



