



TOWN OF PRINCEVILLE
Board of Commissioners Regular Meeting Minutes
August 15, 2022, 7:00PM
201 S Main Street, Tarboro, NC 27886

Amid the COVID-19, the Board of Commissioners meeting will be open to 20 citizens, all other citizens may join via teleconference.

Board Present: Mayor Bobbie Jones, Mayor Pro-Tem Alvin Jones, Commissioner JoeRoam Myrick, Commissioner Linda Joyner, Commissioner Milton Bullock

Staff: Town Manager Glenda Knight, Town Clerk Jessica Rudd, Attorney Ryan King

- I. Call to Order and Roll Call (Mute phones please. Presider, please state the date for recording purposes)- Mayor**
- II. Invocation-Commissioner Alvin Jones**
- III. Pledge of Allegiance-N/A**
- IV. Public Comments: (Limited to 2 minutes. Read by Town Manager)-**
 - Delia Perkins stated she would like if the Mayor and the Board of Commissioners could have a meeting with a small group of citizens so they could get answers to any questions they have. She stated that its hard to get answers to questions at the board meetings and she asked a question last month that had not been answered yet. She added she would like for the Army Corp of Engineers to hear the citizens thoughts and concerns and wanted to get an update on the ditches.
 - Town Clerk read letter from Eric Contraras who is interested in purchasing land near the Town Hall. He stated he was a longtime resident of Edgecombe County, residing and operating Latino Body Shop for the past 20 years located at 1055 US Hwy 258 North. He added he would like to continue working in the automobile business either selling used cars or detailing automobiles. He stated he would like to meet with the decision makers to discuss the means and ways to acquire that piece of property next to the Town Hall.
- V. Announcement (Read by Mayor Bobbie Jones)**
 - 1) Town of Princeville's new Attorney- Fields & Cooper
 - 2) Coronavirus testing: OptumServ Monday & Wednesday 9am-12pm (Heritage Park)
 - 3) Edgecombe County Residents ARPA Funds: COUNTY-CIP
 - 4) Next Princeville Farmer's Market August 27, 2022 from 10:00am-2:00pm
 - 5) Spotlight Ad deadline August 22, 2022
- VI. Adjustment to Agenda-** Commissioner Joyner motioned to remove #4 under manager's report and place it under presentation #1, Commissioner Bullock seconded. Vote carried 4-0. Commissioner Joyner motioned to add budget amendment to department reports, Commissioner Jones seconded. Vote carried 4-0. Commissioner Joyner motioned to add #4 HMGP to manager's reports, Commissioner Jones seconded. Vote carried 4-0. Commissioner Joyner motioned to add GFL under new business, Commissioner Myrick

seconded. Vote carried 4-0. Commissioner Joyner motioned to add waiver of liability to new business #3, Commissioner Bullock seconded. Vote carried 4-0.

VII. Approval of the Agenda (Recommendation: Approval)-Commissioner Joyner motioned to approve the agenda with the necessary changes, Commissioner Bullock seconded, vote carried 4-0.

VIII. Consent Agenda-Commissioner Joyner motioned to approve consent agenda, Commissioner Jones seconded, vote carried 4-0.

IX. Presentation

- 1) **Katina Braswell-** Katina Braswell from Edgecombe County stated that citizens should have received the address notification letters in March of 2014. She stated it detailed the requirements of posting your address and added that numbers must be at least 4 inches in height and in contrast to the color of the home. If your house or business is not visible from the road, your address would need to be posted at the address and must be posted even if you have a PO box. The United States Postal Service requires addresses to be displayed on your mailbox and numbers must be at least 1 inch in height. Mrs. Braswell stated it is important to have your address posted because when you call 911, you want to make sure you can be located. She stated if citizens have questions about their address or need address verification, to stop by the Edgecombe County Administration Building or call 252-641-7802. Commissioner Jones asked if there was a resource available for citizens to have their numerical address posted that would be reflective. Mrs. Braswell stated she recommends citizens purchase those numbers at Lowes and those green signs can be purchased from Tolson's Signs at 252-446-1874.
- 2) **US Army Corp of Engineers-** Dr. Knight stated the Army Corp of Engineers would like to defer their time to September, to give them time to finalize some unresolved outcomes.
- 3) **Coastlines & People (CoPe)-** The organization provided feedback on the summer youth program. They created an app that would be a one stop source for all water quality issues and received feedback at a local Farmers Market. The app would include ph and water temperatures and the hope is to work with the Town to set up an automated call system that would warn the citizens of major rain or storm issues before it happens.

X. Department Reports (See attachments)

- 1) **Finance-** No questions. Commissioner Joyner motioned to approve the budget amendment message, Commissioner Bullock seconded. Vote carried 4-0.
- 2) **Public Works-** No questions
- 3) **Historic Outreach Coordinator-** No questions. Mayor commended Ms. Dew on her diligence with the Farmers Market.
- 4) **Senior Center-** Commissioner Joyner asked what the next activity for the Seniors would be and Dr. Knight stated the next activity is the Senior Center Prom on Saturday from 6-9.
- 5) **Edgecombe County Sheriff Office-** Dr. Knight stated she reached out to Captain Williams in regard to recent activities in the community. She stated that they are still under investigation and asked the board to encourage all citizens to report any information.
- 6) **Princeville Volunteer Fire Department-** No questions

XI. Town Managers Report

- 1) Senior Center- Dr. Knight stated she spoke with the Construction Administrator today and the plumbers were on site to conclude the design for the sump pump. She added it should be complete this week and she will update the board in her Manager's report. Dr. Knight stated the phone system is not up yet and is still waiting to hear back from Lumen. Commissioner Bullock stated the holding pan in the attic is holding water which is shorting out the electric system. He added that the center has been without air 3 times and the Town needs to stay on that. Dr. Knight stated Burney and Burney is aware of the HVAC system and what they need to do to rectify the situation to sustain an operating unit throughout the year. No further questions.
- 2) Heritage Park- Dr. Knight stated after going out and doing an assessment of the building at Heritage Park, saw that the Town still has large items inside the facility such as park equipment. She stated it may be another month or two before the facility is ready to be rented out. Dr. Knight stated the Farmers Market has been doing well and kudos to Kelsi Dew and the staff for sacrificing their Saturday to assist with the Farmers Market. She stated they are working on getting volunteers to help with the Market because the overhead exceeds what the Town is bringing in for the Farmers Market. A spreadsheet of the overhead was passed out to the board. No further questions.
- 3) 53 acres- Dr. Knight stated the Town received the announcement stating it would be the recipient of the BRIC Grant, which is a 10 million dollar grant. She added other funds would be supplemented through the CDBG-DR, which would be very good for the Town to move forward with Phase 1 of the 53 acres. She stated the Town was fortunate for Wooten & Associates to send a letter of support to Winston Salem Housing Authority. She added they are in pursuit of a housing public grant to bridge the gap for construction of Pioneer Court to go on the 53 acres. Dr. Knight stated she is hoping a competitive bid can go out this year and construction can start this year. No further questions.
- 4) HMGP- Dr. Knight stated the Town will have representation from North Carolina Emergency Management (NCEM) tomorrow in the auditorium of Edgecombe County Building. NCEM will be meeting with all citizens who were approved for the elevation project from 9:00am-1:00pm and 4:00pm-7:00pm. No further questions.
- 5) SHAREDUSE Agreement Training- Dr. Knight stated Kelsi Dew had the opportunity to attend the SHAREDUSE Agreement Training. She stated more information will be given as she receives it.

XII. Attorney Report- Commissioner Joyner motioned to move attorney reports to executive session for attorney client privilege. Commissioner Myrick seconded. Vote carried 4-0.

XIII. Old Business

- 1) Updated Senior Center Rental Agreement- Dr. Knight stated that Captain Williams' recommendation was that the Town remove the security portion from the rental agreement to save the renter funds since the sheriff office will already be in the community. She added that the team wanted to know if the hours should be extended to 11:00pm for the renters. Commissioner Myrick asked if organizations would be required to pay a deposit fee and asked if the occupancy numbers for the Senior Center were correct. Dr. Knight stated that the numbers were correct and are in alignment with the fire code per architects. Dr. Knight also stated the board voted to

not require a deposit for organizations to rent the Senior Center for meetings. Commissioner Myrick motioned to approve the rental agreement adjustments, Commissioner Bullock seconded. Vote carried 4-0.

- 2) ARP Funds (Adjustment) & Housing Guidelines & Application- Dr. Knight stated at the last meeting the board voted for the obligation of the ARP funds and since that time they found that the amounts were not accurate as far as the remaining amount for repairs. The clerk provided a spreadsheet reflecting the accurate numbers for the board to review incase any necessary adjustments need to be made. Commissioner Myrick asked if the Town received any information stating that the Town could use ARP funds to donate money to the Fire Department. He stated it's important that the Town receive documentation, so they are covered. Dr. Knight stated that according to the COG, it is at the boards discretion whether or not to contribute funds for the operating expenses for the Princeville Volunteer Fire Department. Dr. Knight noted that they wont specifically tell the Town what exactly to spend the funds on but does list categories on how the funds can be spent. Commissioner Jones recommended the board take \$101,818.36 from the education fund and add it to the \$48,181.64 for a total of \$150,000 for repairs. Commissioner Jones motioned to rescind the previous vote for the ARP funds, Commissioner Joyner seconded. Vote carried 4-0. Commissioner Jones motioned to remove \$101,818.36 from the education fund and add it to the \$48,181.64 for household repairs, Commissioner Myrick seconded. Vote carried 4-0. Commissioner Joyner motioned to approve the rehabilitation guidelines for home repairs, Commissioner Bullock seconded. Vote carried 4-0.

XIV. New Business

- 1) 138th Founders Day Resolutions- Dr. Knight stated they are preparing for the 138th Founders Day Celebration for February 20th. She stated the board has before them the resolutions the Town will be sending to various partners and key stakeholders so they may have the opportunity to partner with the Town in celebration of our next Founders Day. Commissioner Joyner motioned to approve the 138th Founders Day resolutions, Commissioner Jones seconded. Vote carried 4-0.
- 2) GFL- Commissioner Jones stated that GFL has had a habitual habit of not picking up sanitation, particularly in Ward 4. He stated he rode through Ward 4 and there were approximately 22 residents whose sanitation was not picked up, including his. He stated the Town must hold their feet to the fire. Dr. Knight stated they have been communicating with the Superintendent at GFL and established a listing for when citizens call and say their trash or recycle isn't picked up. She added that they continuously send that list to the Superintendent and that she has a meeting with him tomorrow at 9 to see how they can resolve those issues.
- 3) Waiver of Liability- Commissioner Jones stated he believes the Town should get a waiver of liability for the deputy that parks the patrol car at the Town Hall. He added he parks his patrol car as well as his personal car in the parking lot and the Town doesn't want to be held liable if something happens to his vehicle. He recommended that the Town get a waiver signed by Sheriff Jack Smith of Northampton County as well as deputy for when he parks his car on site.

XV. Executive Session: Commissioner Jones voted to go into executive session, Commissioner Joyner seconded, vote carried 4-0.

- 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 Jones motioned to end executive session, Commissioner Myrick seconded, vote carried 4-0. Commissioner Bullock motioned to go back into regular session, Commissioner Myrick seconded, vote carried 4-0.

- 1) Economic Development- North Carolina Emergency Management discussed the next steps of the elevation process.
- 2) Acquisition- The board discussed next steps for 400 Mutual Blvd in consultation with Attorney King.
- 3) Attorney Reports- The board discussed the transportation waiver, drug & alcohol policy, dumping ordinance and board code of ethics. Attorney King gave his recommendations and received feedback from the board. Commissioner Myrick motioned to approve the release and indemnity agreement with the necessary changes. Commissioner Bullock seconded. Vote carried 4-0.
- 4) Personnel- Commissioner Jones motioned to allow Jessica Rudd and Dr. Knight to serve as the interim Finance Officers, Commissioner Joyner seconded. Vote carried 4-0.

XVI. Board Comments- Commissioner Bullock stated the Town has been selected to have an Amtrak train come through Town ending in Wilmington. He stated he thought this would be an amazing miracle and added it was on the news the other day.

XVII. Adjournment- Commissioner Jones motioned to adjourn the meeting, Commissioner Myrick seconded. Vote carried 4-0.

Bobbie Jones 09/19/22
Bobbie Jones, Mayor Date

Jessal Rudd 9-19-22
Jessica Rudd, Clerk Date



