



TOWN OF PRINCEVILLE
Board of Commissioners Minutes
Regular Session
April 15, 2024 7:00PM
201 S. Main Street, Tarboro, NC 27886

Board Present: Mayor Bobbie Jones, Mayor ProTem JoeRoam Myrick, Commissioner Alvin Jones, Commissioner Vananza Brown, Commissioner Lee V Staton

Staff Present: Town Manager Glenda Knight, Town Clerk Alexis Carter, Interim Finance Officer Ron Jackson, Town Attorney Ryan King

Guests: Mr. Pryor Gibson (Governor's office senior legislative advisor), Mr. Dwayne Patterson (Retiree from Governor's office)

I. MEETING CALLED TO ORDER BY MAYOR JONES AT 7:00 PM

II. Invocation: Commissioner Jones

III. Announcements

- A. Carolina Family Health Center Wellness Program: Every Wednesday @ 6 PM
- B. Princeville Youth Academy Recruitment
- C. Special Call Meeting May 11, 2024 @ 10AM-4PM: Annual Retreat

IV. Adjustment to Agenda

- A. Under Attorney Report move 53 Acres to Executive Session. Commissioner Jones motioned to approve adjustment to agenda and Mayor ProTem Myrick seconded. Vote carried 4-0.
- B. Add Public Comments before Public Hearing. Mayor ProTem Myrick motioned to approve adjustment to agenda and Commissioner Jones seconded. Vote carried 4-0.

V. Approval of the Agenda (Recommendation: Approval): Mayor ProTem Myrick motioned to approve the agenda with the necessary updates and Commissioner Jones seconded. Vote carried 4-0.

A. Consent Agenda: Motioned by Commissioner Jones to approve the consent agenda, seconded by Mayor ProTem Myrick.

- 1. March Regular Minutes Session: **APPROVED**
- 2. March Executive Minutes Session: **APPROVED**
- 3. Planning Board minutes & recommendation: **APPROVED**

VI. Public Comments

A. Delia Perkins 123 Neville Street Princeville, NC: Ms. Perkins wanted updates regarding the fire hydrants not working. She understands that the County is in charge of the fire hydrants but believes it is the responsibility of the Town to make sure citizens are safe. Ultimately, she would like to see communication between the Town and the County regarding this issue. Ms. Perkins also expressed concern regarding the amount of money being paid to the Wooten Company. There are also concerns regarding the senior center elevator not being in operation. Ms. Perkins also suggested that seniors need to pay for their own lunch.

B. Albert Birth 121st Street Washington, DC: Mr. Birth is having an issue with Ms. Scott Farmer blocking the entrance to the property. He states that Mayor Jones was brought up by Ms. Farmer as to why she does not have to unblock the entrance. Mayor Jones told Mr. Birth to give him a call the following day so they can discuss the issue.

VII. Public Hearing (53 Acres): Mayor ProTem Myrick motioned to open public hearing to consider applying zoning to the Town's Extraterritorial Jurisdiction (ETJ), seconded by Commissioner Jones. Vote carried 4-0.

A. Public Hearing Notice: Read by Mayor Jones

B. Presentation by Stewart: Andrea Radford did a presentation explaining the proposed zoning for the ETJ. Ms. Radford engaged in a question-and-answer session with citizens regarding the proposed zoning.

C. Planning Board Meeting and Recommendations: Mayor Jones read the planning board recommendation and minutes aloud. No further questions from the board.

D. Public Feedback:

1. Mayor ProTem Myrick stated that he was not sure he truly understood what was happening with this project. Attorney King explained that the ETJ was expanded last year and the law states that within 60 days zoning was supposed to be applied. Due to zoning not being applied at that time we are retroactively applying zoning at this time. Stewart is proposing carrying over as close what Edgecombe County already has to our zoning.

Mayor ProTem Myrick motioned to approve applying the proposed zoning to the Town's Extraterritorial Jurisdiction (ETJ), seconded by Commissioner Jones. Vote carried 4-0.

Mayor ProTem Myrick motioned to close the public hearing, seconded by Commissioner Jones. Voted carried 4-0.

VIII. Presentations

A. KCDI E-Waste: Presentation by Donovan McLaren regarding e-waste. Commissioner Jones suggested that the presentation be tabled. Mayor ProTem Myrick motioned to table the presentation, seconded by Commissioner Brown. Vote carried 4-0.

IX. Department Reports

A. Finance Reports:

1. The town manager introduced Mr. Ron Jackson to the board. Mr. Jackson is currently serving as the Interim Finance Officer. Mr. Jackson shared his background with the board and the board welcomed Mr. Jackson to the office.

2. **Budget V. Actual:** The town manager, Dr. Knight, reviewed key items on the statement of revenues and expenditures with the board. Dr. Knight explained that the restricted interest revenue comes from the Powell Bill and any funds that have restrictions on how the funds are expensed. The unrestricted interest revenue is any money that does not have restrictions on how those funds are expensed. She also explained that all of our accounts accrue interest which is why it is important that they are coded to the proper line item.

3. **Budget Amendments:** Mayor Jones asked what the next steps needed to be for acquiring insurance for the Town Hall. Dr. Knight explained that the quotes for the town hall needs to be refreshed. Mayor ProTem Myrick asked for further explanation regarding line item 5999 (Unappropriated Reserve). Dr. Knight stated that she is waiting for an explanation from Wesley PeachTree and will provide the board with an update once she receives clarification. **Mayor ProTem Myrick motioned to approve budget amendment number 8, seconded by Commissioner Jones. Vote carried 4-0.**

4. **Special Revenue:** Commissioner Staton inquired regarding if any work is being done with the museum. Dr. Knight explained that the design exceeded FEMA's cap and the remaining balance is \$241,277.97. She stated that they want to exhaust all avenues before putting out to bid. They are hoping to identify gap funding and FEMA has stated the amount they will approve.

5. **New Timeline for Proposed Budget:** Dr. Knight provided the board with a timeline that will accommodate both more time for the office to review and present a proposed budget as well as still meeting the timelines set forth by the general statute. The board agreed to schedule the proposed budget meeting for April 30, 2024 at 5:30PM.

B. Public Works: None

C. Senior Center: Commissioner Jones asked for an update regarding the elevator. Mayor Jones stated that he sent an email to the attorney asking to send a letter to all involved parties requesting they have 30 days to complete the elevator. Attorney King stated he would send a demand letter.

D. Edgecombe County Sheriff Office (ECSO): None

- E. Princeville Volunteer Fire Department (PVFD): None
- F. Carolina Family Health Centers, Inc./Freedom Hill Community Health Center: None
- G. Ameri Corp: None
- H. PYA: Mayor Jones stated that he was impressed by Ms. Dee-Dee Draughns' work.

X. Town Manager's Report

- A. 53 Acres
 - 1. Final Notice of Availability: Dr. Knight read the main points of the Final Notice aloud.
- B. Housing Repair: Dr. Knight updated the board that the bid had been extended to March 31, 2024, but no bids had been received.
- C. FEMA Insurance Requirements: Dr. Knight provided correspondence directly from NCEM regarding requirements for insurance as requested at the last board meeting.
Commissioner Jones motioned to approve all facilities to get insurance as required by correspondence from FEMA, seconded by Mayor ProTem Myrick. Vote carried 4-0.
- D. PYA Location: Presentation by Ms. Dee Dee Draughn regarding the Princeville Youth Academy. She asked for the boards support to relocate the program to the Heritage Park Facility. She provided quotes regarding a fridge, microwave, WIFI, television, etc. to support the program at the Heritage Park Facility. They applied for the Get Off the List grant from Edgecombe County to supplement the materials needed. Dr. Knight provided quotes and recommendations that can be considered as the board reviews the legislative appropriations. Dr. Knight suggested the cost to have an approximate total around \$30,000.

XI. Attorney Report

- A. Mutual Blvd Mobile Home Matter (June 3, 2023- February 3, 2024, \$12,200): None
- B. Condemnation: Attorney King waiting on Attorney Derwin Jones to get an estimate.
- C. Fish Market (Williams' Property): Attorney King spoke with Attorney Trey Barnett three weeks ago and it is waiting to hear back.

XII. Old Business

- A. Juneteenth: Dr. Knight updated the board that the Sheriff's office is not willing to support the parade at this time. At the Annual retreat in May the board will discuss the amount of funds they will allocate towards the Juneteenth event.
- B. Planning Board: Dr. Knight was not able to provide supporting minutes as requested at the last board meeting to support the previous appointment of Mr. Antoine Brown and Mr. Robert Andrews to the planning board. Dr. Knight provided minutes from the April County board meeting that showed the current appointment of Mr. Robert Andrews. **Commissioner Brown**

motioned to recommend Mr. Richard Allen to the County for appointment to the planning board as an ETJ member, seconded by Mayor ProTem Myrick. Vote carried 4-0.

Commissioner Brown motioned to recommend Ms. Doristine Wiggins to the planning board, seconded by Commissioner Jones. Vote carried 4-0. Attorney King stated that a meeting needs to occur to swear in the new members and elect officers. Our ordinance fails to mention having an alternate planning board member and the ordinance would need to be amended to include an alternate planning board member.

C. Princeville Cemetery Mapping: Dr. Knight stated that mapping of the cemetery is supposed to resume in July.

D. FYI: Lumen & Bright Speed Provided Services: Dr. Knight provided a document to explain the service each company provides.

XIII. New Business

A. Annual Retreat Agenda: Dr. Knight provided a tentative schedule to the board.

B. UCPRPO: Commissioner Jones volunteered to be a member of the transportation advisory board to represent the town.

XIV. Board Comments

A. **Mayor ProTem Myrick** thanked the citizens for coming out.

B. **Mayor Jones** represented the town at UNC Asheville & notified the town of the opportunity to join a webinar with UNC Charlotte tomorrow about manufacturing products for the wind turbine on the coast and thanked the citizens from coming.

XV. Executive Session

Commissioner Jones motioned to go into executive section, seconded by Mayor ProTem Myrick. Vote carried 4-0.

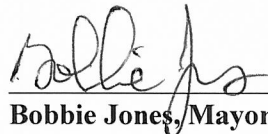
- N.C.G.S. 143-318.11(a)(1)(6) To prevent the disclosure of information that is privileged or confidential pursuant to the law of this State or of United States, or not considered a public record within the meaning of the Chapter 132 of the General Statutes.
 - Personnel
- N.C.G.S. 143-318.11(a)(4) To 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.
 - Economic

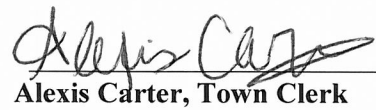
Commissioner Jones motioned to reconvene the regular session; Mayor ProTem Myrick seconded. Vote carried 4-0.

Commissioner Jones motioned to approve the finance officer reporting to Mayor Jones and Commissioner Brown on a weekly basis, seconded by Mayor ProTem Myrick. Vote carried 4-0.

- The board clarified this reporting will be temporary until the state leaves.

XVI. Adjournment: Commissioner Jones motioned to adjourn seconded by Mayor ProTem Myrick. Vote carried 4-0.

 05/29/2024
Bobbie Jones, Mayor Date

 5/29/24
Alexis Carter, Town Clerk Date

BUDGET AMENDMENT #9

<u>Page Reference</u>	<u>Account Number</u>	<u>Account Description</u>	<u>Increase Budget Allocation</u>	<u>Reduce Budget Allocation</u>
5	51200	Payroll Taxes	\$1,000	
5	54010	Travel and Training	\$250	
5	54080	Dues and Memberships	\$10,480	
5	1051300	Elections	\$1,929	
6	52209	Contractor PBQ		\$13,659

This instrument has been approved as required by the Local Government Budget and Fiscal Control Act.

Stephanie L. McBeth
Town Clerk

05/29/2024
Date
Bob DeFoe
Mayor

\$13,659 \$13,659