

TOWN OF JAMESVILLE

MONTHLY BOARD MEETING 5/13/2019 MINUTES

The following is an account of the minutes taken at the Regular Monthly Board Meeting held between 7:00 pm & 8:10pm on 5/13/19 at the Town Hall Conference Room -1211 Water Street, Jamesville, North Carolina.

Attendees

- Willis Williams - Mayor Protem
- Rachel Craddock - Commissioner
- Mary Allen - Commissioner
- Carolyn Martin - Commissioner
- Larris Tolson

Minutes Recorder – Kimberly Cockrell

- I. Mayor Protem Willis Williams called the meeting to order and Commissioner Larris Tolson opened with a prayer.
- II. **Adoption of Agenda**
 - Mayor Protem Willis Williams requested to add under VII. New Business E. Christmas Party and VIII. Closed Session Pursuant to Personnel. Commissioner Carolyn Martin moved to approve the agenda with the additions. Commissioner Larris Tolson seconded. Motion unanimously passed. 5 Ayes - 0 Nays.
- III. **Review & Approval of Minutes**
 - Commissioner Larris Tolson moved to approve the Minutes for the Regular Board Meetings on March 11, 2019 & April 8, 2019 and Minutes for the Budget Workshop held on April 30, 2019. Commissioner Rachel Craddock seconded. Motion unanimously passed. 5 Ayes - 0 Nays.
- IV. **Public Comment**
 - None
- V. **Reports**
 - A. **Mayor**
 1. None
 - B. **Liaison**
 1. None
 - C. **Water/Wastewater report - Samuel Lilley**
 1. Mr. Lilley stated that the town will be having a collections inspection soon. He continued that a new phone dialer has been installed at the River's Edge Pumping station.
 - D. **Public Works report - Charles Winstead**
 1. Mr. Winstead gave an update on the water tower. He continued stating that everything was complete with the painting and will be putting water back in the tank on Thursday -

Friday.

Mayor Protem Williams asked Mr. Winstead if customers could have air bubbles in the water. Mr. Winstead stated that they could. They have been using a hydromatic tank while the town's tank has been down for restoration. He continued stating that they have been putting air in the tank to maintain the pressure in the system.

Mayor Protem Williams also stated that he has had a higher level of chlorine in his water. Mr. Winstead said that the system is feeding extra chlorine because the pump is having to turn on more with operating through the hydromatic tank.

E. Administrative Report - Kimberly Cockrell

1. Financial reports were given for April 2019.
2. No budget amendments.
3. The FY 19-20 Budget Proposal was presented to the board for review.

F. Mid East

1. Mrs. Cockrell reported that there was a meeting the week prior. Mainly the meeting consisted of the proposed budget for the new fiscal year. Each department director gave monthly reports. There were no new information to bring back to the board.

G. Planning Board

VI. Old Business

- A. The board took discussion of the water disconnect list that was presented to them. Commissioner Rachel Craddock moved to disconnect utility services on the proposed delinquent water/sewer list. Commissioner Carolyn Martin seconded. Motion unanimously passed. 5 Ayes - 0 Nays.
- B. Commissioner Carolyn Martin reported that a nice article was written and published in the Enterprise regarding Robert Staton, Jr.. She continued that there were 5 jars placed out and had received money from them all except for the Cypress Grill because they are not open on Monday's or Tuesdays. She continued that roughly 200 letters have gone out to organizations and individuals. She stated that the town has received just over \$600. She continued making an announcement that a Memorial Service will be held on May 27, 2019 at Mt. Carmel Church on Stewart Street beginning at 1:00pm. It will conclude at the Jamesville Cemetery with a dedication and unveiling of Robert Staton Jr.'s Monument.
- C. No report for Cemetery - Beautification
- D. Mayor Protem Williams explained the process and steps required for voluntary annexation into the town. He continued stating that Mid East Commission will be helping the town with the annexation process. Mr. Valentine submitted a petition for Voluntary Annexation of Parcel #0101518 and Parcel#0102335 for the town's review and approval. Mayor Williams presented a Resolution Directing the Clerk to Investigate a Petition Received under G.S. 160A-31 and a Resolution To Set Date of Public Hearing for the board to review.

Commissioner Carolyn Martin moved to approve the Resolution
Directing the Clerk to Investigate a Petition Received under G.S. 160A-31.
Commissioner Larris Tolson seconded. Motion unanimously passed. 5 Ayes - Nays.

**RESOLUTION DIRECTING THE CLERK TO INVESTIGATE A
PETITION RECEIVED UNDER G.S. 160A-31**

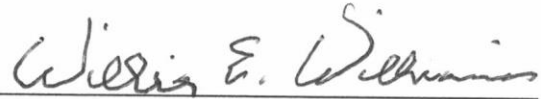
WHEREAS, a petition requesting annexation of an area described in said petition was received on May 1, 2019 by the Jamesville Board of Commissioners; and

WHEREAS, G.S. 160A-31 provides that the sufficiency of the petition shall be investigated by the Town Clerk before further annexation proceedings may take place; and

WHEREAS, the Board of Commissioners of the Town of Jamesville deems it advisable to proceed in response to this request for annexation;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Town of Jamesville that:

The Town Clerk is hereby directed to investigate the sufficiency of the above described petition and to certify as soon as possible to the Board of Commissioners the result of her investigation.



Willis Williams, Mayor Protem

ATTEST: May 13, 2019



Kimberly Cookrell, Town Clerk



Commissioner Carolyn Martin moved to approve the Resolution To Set Date of Public Hearing for June 10, 2019. Commissioner Mary Allen seconded. Motion unanimously passed. 5 Ayes - 0 Nays.

RESOLUTION TO SET DATE OF PUBLIC HEARING

WHEREAS, a petition requesting annexation of an area described in said petition was received on May 1, 2019 by the Jamesville Board of Commissioners; and

WHEREAS, G.S. 160A-31 provides that the sufficiency of the petition shall be investigated by the Town Clerk before further annexation proceedings may take place; and

WHEREAS, the Board of Commissioners of the Town of Jamesville deems it advisable to proceed in response to this request for annexation;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Town of Jamesville that:

The Town Clerk is hereby directed to set the date of public hearing, subsequent to the execution of the Certification of Sufficiency and presentation of same to the Board of Commissioners. Said date of public hearing is to be June 10, 2019.



Willis Williams, Mayor Protem

ATTEST: May 13, 2019



Kimberly Cockrell, Town Clerk



- E. The damaged fire hydrant has been turned over to the insurance company for review. They have sent out adjusters to take pictures and measurements.
- F. The town board reviewed a "Short Form of Agreement between Owner and Engineer for Professional Services" from Municipal Engineering Company for the New Water Plant Project. Commissioner Larris Tolson moved to approve the agreement as written. Commissioner Carolyn Martin seconded. Motion unanimously passed. 5 Ayes - 0 Nays.

VII. New Business

- A. Mayor Protem Williams suggested to the board that the town needs to consider creating a Memorandum of Understanding for the Herring Festival. He stated that the town appreciates all of the hard work that everyone has put into making the annual Herring Festival a success. He continued that some misunderstandings sometimes arise and the town needs to do some clarification regarding the festival and activities. The town is the main sponsor of the festival. He recommended that the board schedule a workshop to bring ideas together.
- B. Mayor Protem Williams stated that the town has some antique town signs that individuals has shown interest in purchasing. He continued that some items of the town's (that is one of a kind) should be preserved for future use in a library or museum. He would like to see the town to maintain control of those possessions for future generations of Jamesville to enjoy. Commissioner Larris Tolson agreed that the towns heritage needs to be retained.
- C. The town is in need of replacing a variety of regulatory signs throughout town. Commissioner Carolyn Martin moved to approve the purchase of the needed signs. Commissioner Larris Tolson seconded. Motion unanimously passed. 5 Ayes - 0 Nays.
- D. Mayor Protem Williams informed the board that the town's main ditch draining the town leading to Cooper Swamp is blocked. Martin County has funds left over from Hurricane Matthew that can be used to clear the blockage. The town took discussion of the situation.
Commissioner Larris Tolson moved to authorize the town to seek grant funds through Martin County to clear the blockage. Commissioner Rachel Craddock seconded. Motion unanimously passed. 5 Ayes - 0 Nays.
- E. Mayor Protem Williams stated that due to the conflicts of scheduling he asked the board if they would take discussion of the annual Christmas Party. The town took discussion and decided to have the party on December 2nd, 3rd, or 5th.

VIII. Closed Session - Pursuant to G.S. 143-318.11(a)(6) Personnel

- A. At 7:49 pm Commissioner Larris Tolson moved to go into closed session. Commissioner Carolyn Martin seconded. Motion unanimously passed. 5 Ayes - 0 Nays.
 - B. At 8:04pm Commissioner Larris Tolson moved to come out of closed session. Commissioner Rachel Craddock seconded. Motion unanimously passed. 5 Ayes - 0 Nays.
- Commissioner Carolyn Martin moved going forward Employee Bonuses are not a given but given on a merit basis. Commissioner Mary Allen seconded. Motion unanimously passed. 5 Ayes - 0 Nays.

VI. Board Comments

None

X. Adjourn

Commissioner Mary Allen moved to adjourn at 8:10pm. Motion unanimously passed.

Respectfully submitted by:
Kimberly Cockrell – Town Clerk