

TOWN OF JAMESVILLE

MONTHLY BOARD MEETING 6/10/2019 MINUTES

The following is an account of the minutes taken at the Regular Monthly Board Meeting, Budget & Annexation Public Hearing held between 7:00 pm & 9:14pm on 6/10/2019 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 - Commissioner

Minutes Recorder – Kimberly Cockrell

I. Mayor Protem Willis Williams called the meeting to order. Commissioner Larris Tolson opened with a prayer.

II. Adoption of Agenda

- Commissioner Carolyn Martin requested to add under VIII. Old Business D. Memorial. Commissioner Larris Tolson requested to add under IX. New Business J. Mosquito Spraying. Commissioner Carolyn Martin moved to adopt the agenda with requested additions. Commissioner Larris Tolson seconded. Motion unanimously passed.
5 Ayes – 0 Nays

III. Public Hearing – Voluntary Annexation

- No comments from the public.

IV. Public Hearing – FY 19-20 Budget Public Hearing

- No comments from the public.

V. Review & Approval of Minutes

- No minutes this month for approval

VI. Public Comment

- Danny Gardner spoke to the board on behalf of the Jamesville Baptist Church regarding a leak that the church had. He asked the board if they could help the church with the leak. Commissioner Rachel Craddock moved to approve an adjustment for the leak. Commissioner Larris Tolson seconded. Motion unanimously passed. 5 Ayes – 0 Nays.
- Randy Lassiter also spoke to the board regarding a leak that he had at his trailer park on Stewart Street. He asked the board if they would be willing to help him with an adjustment. Commissioner Carolyn Martin moved to approve an adjustment for the leak. Commissioner Rachel Craddock seconded. Motion unanimously passed.
5 Ayes – 0 Nays.

VII. Reports

A. Mayor

B. Liaison

1. No report

C. Water/Wastewater report - Samuel Lilley

1. Mr. Lilley reported that the town is getting ready to go through a collections state inspection. He continued that he is waiting for the state inspector Allen Clarke to contact him with an exact date.

D. Public Works report - Charles Winstead

1. Mr. Winstead reported that the town is back online with the water tank since it has been painted. He stated that everything went good. He continued that the residents may notice that the chlorine is running a little high.

He presented a quote from Core and Main for 12 cast iron meter boxes and 12 water meters. Commissioner Larris Tolson moved to approve the purchase of the items requested. Commissioner Rachel Craddock seconded. Motion unanimously passed. 5 Ayes – 0 Nays.

E. Administrative Report - Kimberly Cockrell

1. Financial reports were given for May 2019.
2. A request was made for permission to write off the outstanding 2008 Real Property and Motor Vehicle Taxes in the amount of \$774.13. Commissioner Carolyn Martin moved to approve the request. Commissioner Larris Tolson seconded. Motion unanimously passed. 5 Ayes - 0 Nays.

D. Mid East

E. Planning Board

VIII. 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. Mayor Protem Williams stated that the FY 19-20 Budget has been presented to the board for adoption. Commissioner Larris Tolson moved to approve the Budget as presented. Commissioner Rachel Craddock seconded. Motion unanimously passed. 5 Ayes – 0 Nays.

**Town of Jamesville - General Fund
FY 19-20 Budget
June 10, 2019**

**FY 19-20
Budget**

Income

Ad valorem taxes

1030109 · 2009 TAXES	0
1030110 · 2010 TAXES	0
1030111 · 2011 Taxes	0
1030112 · 2012 Taxes	0
1030113 · 2013 Taxes	0
1030114 · 2014 Taxes	0
1030115 · 2015 Taxes	1000
1030116 · 2016 Taxes	2000
1030117 · 2017 Taxes	4000
1030118 · 2018 Taxes	8000
1030119 · 2019 Taxes	110000
1030200 · PENALTIES AND INTEREST	3000
1030300 · Prior Collections - Taxes W/O	0
1031000 · VEHICLE TAX	20,000.00
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Total Ad valorem taxes 148,000.00

Other governmental revenues

1032900 · INTEREST	2300
1032901 · CEMETERY INTEREST	300
1033104 · COPIES & FAX COLLECTIONS	300
1033200 · CEMETERY LOT SALES	1900
1033300 · Scrap Metal/Equipment sale	4598
1035800 · MISCELLEANOUS	80
1037900 · ELECTIONS	0
1038200 · HERRING FESTIVAL REVENUE	400
1038400 · FEMA proceeds	0
1038500 · ZONING REVENUE	150
1039300 · APPROPRIATED FUND BALANCE	4,000.00
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Total Other governmental revenues 14,028.00

Other taxes and license

1035000 · PRIVILEGE LICENSES	30.00
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Total Other taxes and license 30.00

Restricted intergovernmental

1032902 · POWELL BILL INTEREST	2,300.00
1034300 · POWELL BILL REVENUE	15,300.00
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Total Restricted intergovernmental 17,600.00

Unrestricted intergovernmental

1033000 · PAYMENT IN LIEU OF TAXES	0.00
1034400 · BEER AND WINE EXCISE TAX	2,100.00
1034401 · ABC REVENUE	1,500.00
1034500 · LOCAL OPTION SALES TAX	53,000.00
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*Cathy M...
Mary E Allen
Dennis ...
Rachel Cradock
Willie E. Williams*

**Town of Jamesville - General Fund
FY 19-20 Budget
June 10, 2019**

	FY 19-20 Budget
1036701 · SALES TAX REFUND	400.00
1037700 · FRANCHISE-TELECOM SALES TAX	28,000.00
1037800 · SOLID WASTE DISPOSAL	300.00
Total Unrestricted intergovernmental	85,300.00
Total Income	264,958.00
Expense	
Cemetery	
1040167 · CEMETERY LOTS - BUY BACK	0.00
1040168 · CEMETERY EXPENSE	1,000.00
Total Cemetery	1,000.00
GENERAL GOVERNMENT	
1040101 · SALARY- CLERK	22,231.00
1040108 · STATE UNEMPLOYMENT REIMBURSEMEN	200.00
1040109 · FICA MATCH	6,330.00
1040110 · RETIREMENT EXPENSE	8,200.00
1040111 · EMPLOYEE INSURANCE	36,300.00
1040112 · BONUS/LONG/COMMISSIONER PAY	8,910.00
1040113 · WORKMEN'S COMP	3,000.00
1040117 · AUDIT FEES	7,400.00
1040118 · ATTORNEY FEES	2,000.00
1040124 · OFFICE SUPPLIES	1,900.00
1040125 · MATERIAL & SUPPLIES	2,000.00
1040129 · MISCELLANEOUS	2,400.00
1040130 · REIMB. WATER/SEWER	0.00
1040131 · TRAVEL	1,000.00
1040132 · CHRISTMAS DECORATIONS	1,700.00
1040133 · ELECTRICITY- TOWN HALL	1,300.00
1040134 · TELEPHONE	1,900.00
1040135 · ADVERTISING AND PRINTING	400.00
1040140 · DUES	2,400.00
1040142 · FIRE DISTRICT TAX	12,000.00
1040145 · PROPERTY/LIABILITY INSURANCE	11,000.00
1040146 · BONDS	175.00
1040148 · REPAIRS	4,000.00
1040149 · DIESEL FUEL	1,000.00
1040151 · ELECTIONS EXPENSE	2,800.00
1040152 · TRAINING	500.00
1040166 · TAX COLLECTIONS FEES	5,000.00
1040169 · MOSQUITO SPRAYING	2,700.00
1040190 · CAPITAL OUTLAY	4,000.00
1048200 · HERRING FESTIVAL EXPENSE	200.00
Total GENERAL GOVERNMENT	152,946.00

**Town of Jamesville - General Fund
FY 19-20 Budget
June 10, 2019**

	FY 19-20 Budget
Public Safety	
1043000 · PUBLIC SAFETY/SHERIFF DEPT	16,000.00
Total Public Safety	16,000.00
Sanitation	
1040102 · SALARY MAINT 1	19,300.00
1040103 · SALARY MAINT 2	19,800.00
1040104 · SALARY SUPERVISOR	0.00
1040106 · Public Works Director Trainee	14,640.00
1047026 · GARBAGE PICKUP	3,000.00
1047027 · DEBRIS REMOVAL (Landfill)	2,000.00
1047049 · FUEL	2,800.00
Total Sanitation	61,540.00
TRANSPORTATION	
1045000 · PB Salaries	15,580.00
1045001 · FICA Expense	1,192.00
1045048 · STREET REPAIRS	1,000.00
1045069 · MAPS/SIGNS	700.00
Total TRANSPORTATION	18,472.00
Transportation - streets	
1045036 · STREET LIGHTING	15,000.00
Total Transportation - streets	15,000.00
66000 · Payroll Expenses	0.00
Total Expense	264,958.00
Net Income	0.00

**Town of Jamesville - General Fund
 FY 19-20 Budget
 June 10, 2019**

	FY 19-20 Budget
Public Safety	
1043000 · PUBLIC SAFETY/SHERIFF DEPT	16,000.00
Total Public Safety	16,000.00
Sanitation	
1040102 · SALARY MAINT 1	19,300.00
1040103 · SALARY MAINT 2	19,800.00
1040104 · SALARY SUPERVISOR	0.00
1040106 · Public Works Director Trainee	14,640.00
1047026 · GARBAGE PICKUP	3,000.00
1047027 · DEBRIS REMOVAL (Landfill)	2,000.00
1047049 · FUEL	2,800.00
Total Sanitation	61,540.00
TRANSPORTATION	
1045000 · PB Salaries	15,580.00
1045001 · FICA Expense	1,192.00
1045048 · STREET REPAIRS	1,000.00
1045069 · MAPS/SIGNS	700.00
Total TRANSPORTATION	18,472.00
Transportation - streets	
1045036 · STREET LIGHTING	15,000.00
Total Transportation - streets	15,000.00
66000 · Payroll Expenses	0.00
Total Expense	264,958.00
Net Income	0.00

**Town of Jamesville - W/S Fund
FY 19-20 Budget
June 10, 2019**

	FY 19-20 Budget
Ordinary Income/Expense	
Income	
Operating Revenues	
Charges for services	
3037100 · Water & Sewer Charges	192,000.00
3037105 · Bad Debts	-----
Total Charges for services	192,000.00
Other operating revenues	
3032900 · Interest	540.00
3035800 · Miscellaneous	0.00
3038000 · Insurance Claim	0.00
3038400 · Sales Tax Refund	400.00
3039300 · Fund Balance Appropri	4,000.00
Total Other operating revenues	4,940.00
Total Operating Revenues	196,940.00
Total Income	196,940.00
Expense	
2014 F150 Truck Loan	
Sewer	
3071900 · Principal Payment (S)	0.00
3071901 · Interest Payment (S)	0.00
Total Sewer	0.00
Water	
3071500 · Principal Payment (W)	0.00
3071501 · Interest Payment	0.00
Total Water	0.00
Total 2014 F150 Truck Loan	0.00
Operating Expenses	
Emergency Disaster Expense (Expenses as a result of an Emergency Disaster)	
Sewer	
300000 · Emergency Disaster Expense	0.00
Total Sewer	0.00
Total Emergency Disaster Expense (Expenses as a result of an Eme	0.00
Miscellaneous.	
Sewer	
3071729 · Miscellaneous	0.00
3071796 · Transfer to Reserve..	0.00
3071829 · Miscellaneous.	550.00
3071890 · Capital Outlay.	2,000.00
Total Sewer	2,550.00
Water	
3071396 · Transfer to Reserve	-----

Cathy Martin
Mary Eallon
Rain
Reed Craddock
William E. Williams

**Town of Jamesville - W/S Fund
 FY 19-20 Budget
 June 10, 2019**

	FY 19-20 Budget
3071429 · Miscellaneous	550.00
3071490 · Capital Outlay	2,000.00
Total Water	2,550.00
Total Miscellaneous.	5,100.00
Office Expense	
Sewer	
3071724 · Office Supplies	950.00
3071752 · Training.	500.00
3071753 · Travel.	200.00
Total Sewer	1,650.00
Water	
3071324 · Office Supplies	950.00
3071352 · Training	1,000.00
3071353 · Travel	350.00
Total Water	2,300.00
Total Office Expense	3,950.00
Permits and fees	
Sewer	
3071741 · Permits/Fees	2,000.00
Total Sewer	2,000.00
Water	
3071340 · Dues	400.00
3071341 · Permits & Fees	1,100.00
Total Water	1,500.00
Total Permits and fees	3,500.00
Professional Fees	
Sewer	
3071717 · Audit Fees	3,700.00
Total Sewer	3,700.00
Water	
3071317 · Audit Fees	3,700.00
Total Water	3,700.00
Total Professional Fees	7,400.00
Salaries and Benefits	
Sewer	
3071701 · Clerk (S)	10,900.00
3071702 · Maint. 1 (S)	10,350.00
3071703 · Maint. 2 (S)	1,500.00
3071704 · Supervisor (S)	0.00
3071705 · Trainee (S)	10,350.00
3071710 · Retirement Expense (S)	3,000.00
3071711 · Employee Insurance (S)	13,700.00

Town of Jamesville - W/S Fund
FY 19-20 Budget
June 10, 2019

	FY 19-20 Budget
----- 3071712 · Workers Comp (S)	1,500.00
----- 3071746 · OPEB Expense (S)	2,000.00
----- Total Sewer	53,300.00
Water	
3071301 · Clerk (W)	10,900.00
----- 3071302 · Maint. I (W)	10,350.00
----- 3071303 · Maint. 2 (W)	1,500.00
----- 3071304 · Supervisor (W)	0.00
----- 3071305 · Trainee (W)	10,350.00
----- 3071309 · FICA Match (W)	5,100.00
----- 3071310 · Retirement Exp (W)	3,000.00
----- 3071311 · Employee Ins. (W)	13,700.00
----- 3071312 · Worker's Comp (W)	1,500.00
----- 3071313 · State Unemployment Tax (W)	100.00
----- 3071346 · OPEB Expense (W)	2,000.00
----- Total Water	58,500.00
Total Salaries and Benefits	111,800.00
Salt.	
Water	
----- 3071425 · Salt	4,100.00
----- Total Water	4,100.00
Total Salt.	4,100.00
Sludge Removal	
Sewer	
----- 3071830 · Sludge Removal	430.00
----- Total Sewer	430.00
Total Sludge Removal	430.00
Supplies, materials and repairs	
Sewer	
----- 3071735 · Diesel	500.00
----- 3071823 · Supplies & Materials	1,500.00
----- 3071828 · Truck Expense	400.00
----- 3071836 · Fuel - Gas	1,500.00
----- 3071847 · Contract labor	500.00
----- 3071848 · Repairs & Maintenance.	9,000.00
----- Total Sewer	13,400.00
Water	
----- 3071423 · Supplies/Materials	6,000.00
----- 3071427 · Meter Boxes and Lids	1,400.00
----- 3071428 · Truck Expense	400.00
----- 3071435 · Diesel	50.00
----- 3071436 · Fuel - Gasoline	1,500.00
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**Town of Jamesville - W/S Fund
FY 19-20 Budget
June 10, 2019**

	FY 19-20 Budget
3071447 · Contract labor	500.00
3071448 · Repairs & Maintenance	13,000.00
Total Water	22,850.00
Total Supplies, materials and repairs	36,250.00
Utilites	
Sewer	
3071833 · Electricity	11,500.00
3071834 · Telephone	1,500.00
Total Sewer	13,000.00
Water	
3071433 · Electricity	3,500.00
3071434 · Telephone	710.00
Total Water	4,210.00
Total Utilites	17,210.00
Water & Sewer Analysis	
Sewer	
3071839 · Sewer Analysis	3,600.00
Total Sewer	3,600.00
Water	
3071439 · Water Analysis	3,600.00
Total Water	3,600.00
Total Water & Sewer Analysis	7,200.00
Total Operating Expenses	196,940.00
Total Expense	196,940.00
Net Ordinary Income	0.00
Net Income	0.00

- C. The board was given an update on the Fire Hydrant replacement and Williams Fire Sprinkler. Gladfelter Claims Management (town’s insurance company) has sent a letter stating that they would not pay for the valve replacement due to the age and wear/tear of

the valve. They will only pay for damages sustained from an accident. The board was presented an invoice for \$3727.00 that was received from Williams Fire Sprinkler. The invoice includes Williams Fire Sprinkler expenses to date. This does not include the cost of the fire hydrant.

Charles Winstead told the board that he contacted Core and Main to get a quote for the water valve that needs to be replaced. The valve quote totaling \$811.37 was presented to the board. He continued stating that if they could get the parts and some pipe they could put the valve in. Then Williams Fire Sprinkler could come in after and install the Fire Hydrant. Mayor Protem Williams stated that the town has signed a contract for Williams Fire Sprinkler to install the Fire Hydrant. Commissioner Carolyn Martin stated that the invoice included that finance charges will accrue if it's not paid within thirty days from the date of the original invoice. The board took discussion. Commissioner Rachel Craddock moved to contact the town's attorney and the insurance company regarding the invoice that had been received. Commissioner Larris Tolson seconded. Motion unanimously passed. 5 Ayes – 0 Nays.

- D. Commissioner Carolyn Martin stated that the Memorial Day ceremony commemorating Robert Staton Jr. and all Veterans was beautiful. She stated that she was honored that the town was a part of it. She thanked the local newspapers for the coverage of the event. She asked for approval for Thank you notes and postage. She would like to send out cards to the individuals and organizations that sent checks. Commissioner Mary Allen made a motion to allow Commissioner Martin to purchase thank you notes and postage. Commissioner Larris Tolson seconded. Motion unanimously passed. 5 Ayes – 0 Nays. Commissioner Martin continued saying that she signed around 200 letters that Joyce Moore has mailed out to individuals and organizations at her own expense. She asked the board if they would do a Resolution or Plaque for Ms. Moore in appreciation for all that she has done. Mayor Protem Williams stated that he would like for that to be done by the town. Commissioner Larris Tolson moved to do a resolution in due diligence of a war veteran that is towards getting a monument for the Jamesville Cemetery. Commissioner Carolyn Martin seconded. Motion unanimously passed. 5 Ayes – 0 Nays.

IX. New Business-

- A. The audit contract for FY 18-19 from Cumbee, Taylor and Shook, PA was presented to the board for their review. Commissioner Larris Tolson moved to approve the audit contract as presented. Commissioner Rachel Craddock seconded. Motion unanimously passed. 5 Ayes – 0 Nays.
- B. Mayor Protem Williams explained to the board that there were too many items for this board meeting and recommended that the board schedule a date for a mid month meeting. He stated that a continuation of the Voluntary Annexation Public Hearing needs to be in the motion that is made. The board took discussion and decided unanimously to schedule the mid month meeting for June 27, 2019 @ 7:00pm.
- C. Mayor Protem Williams discussed the Voluntary Annexation Ordinance with the board members. He continued stating that this will be continued until the Mid Month Meeting on June 27, 2019. The board took discussion of the annexation. Commissioner Larris Tolson moved that the Voluntary Annexation Public Hearing and Ordinance be extended and continue on June 27, 2019 at 7:00 pm. Commissioner Carolyn Martin seconded. Motion unanimously passed. 5 Ayes – 0 Nays.
- D. Mayor Protem Williams spoke to the board regarding an updated Zoning/Planning Fee Schedule. He explained that the new fees will cover the administrative work that the clerk is doing. Mayor Protem Williams continued that the rates shown are recommendations from the Mid East Commission who wrote the town's ordinance. Commissioner Larris Tolson moved to approve the adoption of the new zoning/planning fees that were presented. Commissioner Rachel Craddock seconded. Motion unanimously passed. 5 Ayes – 0 Nays.

TOWN OF JAMESVILLE DEVELOPMENT FEE SCHEDULE

	Fees (effective 6/10/19)	
	<u>Residential</u>	<u>Commercial</u>
<u>Board of Adjustment</u>		
Conditional Use Permit	\$300.00	\$350.00
Appeal of Interpretation	\$300.00	\$500.00
Variance application	\$300.00	\$350.00
<u>Planning Board / Town Commission</u>		
Rezoning first 10 acres	\$150.00	\$150.00
Ordinance Text Amendment	\$300.00	\$500.00
Mobile Home Park Plan	\$150.00	-
Per Lot Charge	\$15.00	-
Major Subdivision Plat	\$150.00	-
Per Lot Charge	\$15.00	-
Minor Subdivision Plat	\$75.00	-
Per Lot Charge	\$15.00	-
Annexation - per parcel	\$500.00	\$500.00
Sketch Plan Review (Subdivision)	\$150.00	\$150.00
Preliminary Plat Review (Subdivision)	\$250.00 plus \$25 per lot	-
Final Plat Review (Subdivision)	\$150.00	\$150.00
Site Plan Review (Commercial Only)	-	\$500.00
<u>Permits</u>		
Land Use Permit	\$50.00	\$75.00
Mobile Home Occupancy Permit	\$30.00	-

- E. Mayor Protem Williams stated that uniforms was included in the budget for next fiscal year. The board was presented a 5 year contract from Cintas for town uniforms. The board reviewed the contract. Commissioner Rachel Craddock moved to approve the Cintas uniform contract. Commissioner Carolyn Martin seconded. Motion unanimously passed. 5 Ayes – 0 Nays.
- F. The NC League of Municipalities awarded the town a security grant in the amount of \$900. This was for the security wall that was built in the Town Hall in 2018.
- G. Mayor Protem Williams talked to the board about high grass in town. The town has received complaints about high grass. The board took discussion. Commissioner Craddock stated that she will call and see what other towns do for their high grass problems. Commissioner Larris Tolson moved to table the discussion until Commissioner

Craddock can bring information back to the board. Commissioner Carolyn Martin seconded. Motion unanimously passed 5 Ayes – 0 Nays.

- H.** The board reviewed a contract from Stokes & Congleton for propane. Finance Officer Cockrell stated that the town can go through Jernigan and obtain state contract pricing for propane. This will save the town money using the state contract. Stokes and Congleton will charge a fee to pick up their tank. Commissioner Mary Allen moved to approve the town to utilize the state contract pricing through Jernigan for the town's propane. Commissioner Larris Tolson seconded. Motion unanimously passed. 5 Ayes – 0 Nays.
- I.** Mayor Protém Williams spoke to the board about the 2020 Census. He went over a Resolution of support for the 2020 census with the board. Commissioner Rachel Craddock moved to approve the "Resolution to support the 2020 US Decennial Census" as written. Commissioner Carolyn Martin seconded. Motion unanimously passed. 5 Ayes – 0 Nays.

TOWN OF JAMESVILLE
A RESOLUTION TO SUPPORT THE 2020 U.S. DECENNIAL CENSUS
AND THE JAMESVILLE COMPLETE COUNT COMMITTEE

WHEREAS, Article I, Section 2 of the U.S. Constitution mandates a headcount every 10 years of all residents of the United States in the form of the decennial census; and

WHEREAS, an accurate census count is vital to the Town of Jamesville, our community and our residents' well-being by helping planners determine future growth locations for schools, child-care centers, roads and public transportation, and medical facilities, and is used to make decisions concerning business growth and housing needs; and

WHEREAS, more than \$675 billion per year in federal and state funding is allocated to states and communities based on census data; these funds directly impact local county and town governments and its citizenry; and


WHEREAS, census data ensures fair Congressional representation by determining how many seats each state will have in the U.S. House of Representatives as well as the redistricting of state legislatures, county commissioners and city councils, and voting districts; and

WHEREAS, the 2020 Census will create jobs that stimulate national, state and local economic growth and increase employment opportunities in the Town of Jamesville; and

WHEREAS, the information collected by the census is protected by law and remains confidential for 72 years;

NOW THEREFORE BE IT RESOLVED, that the Jamesville Town Board of Commissioners will partner with the U.S. Census Bureau by establishing and supporting the Jamesville Complete Count Committee to utilize the knowledge, influence, and resources of trusted local voices in government, education, business, health-care, community-based organizations, faith-based groups, the media, and others to implement a census awareness campaign designed to maximize participation in and responses to the 2020 United States Decennial Census.

Adopted by unanimous vote of the Jamesville Town Board of Commissioners on this 10th day of June, 2019.



Willis Williams, Mayor Protém
Town of Jamesville

Attest:



Kimberly Cockrell, Town Clerk



J. Commissioner Larris Tolson expressed his concerns with all of the bugs in town. He asked the board if they could come up with extra money so the town can be sprayed before July 1st. Commissioner Rachel Craddock stated that she would like for the board to think about sending someone to school for the town to obtain a license to spray for mosquitos. Commissioner Larris Tolson moved to approve for the town to be sprayed for mosquitos once prior to June 30th at the cost of \$450.00. Commissioner Carolyn Martin seconded. Motion unanimously passed. 5 Ayes – 0 Nays.

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

At 8:42 pm Commissioner Rachel Craddock moved to go into closed session. Commissioner Larris Tolson seconded. Motion unanimously passed. 5 Ayes - 0 Nays.
At 9:06pm Commissioner Rachel Craddock moved to come out of closed session. Commissioner Larris Tolson seconded. Motion unanimously passed. 5 Ayes - 0 Nays.

Commissioner Larris Tolson made a motion that the town shall have a personnel meeting each week for the coordination of work schedules. Commissioner Rachel Craddock seconded. Motion unanimously passed. 5 Ayes – 0 Nays.

Commissioner Larris Tolson made a motion to research personnel drug testing for the board to review. Commissioner Carolyn Martin seconded. Motion unanimously passed. 5 Ayes – 0 Nays.

IX. Board Comments

A. None

X. Adjourn

Commissioner Mary Allen moved to adjourn at 9:14pm. Motion unanimously passed.

Respectfully submitted by:
Kimberly Cockrell – Town Clerk