

# *TOWN OF JAMESVILLE*

## **MID MONTH BOARD MEETING 6/27/2019 MINUTES**

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The following is an account of the minutes taken at the Mid Month Board Meeting held between 7:00 pm & 8:11pm on 6/27/19 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 - Commissioner

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**
  - Commissioner Larris Tolson moved to approve the agenda as presented. Commissioner Rachel Craddock seconded. Motion unanimously passed. 5 Ayes - 0 Nays.
- III. **Review & Approval of Minutes**
  - No Minutes for approval
- IV. **Public Comment**
  - None Public Comment
- V. **Reports**
  - A. **Mayor**
    1. Mayor Protem Williams spoke to the board about the board thinking of what the town can do with getting the clerk some help in the office. He recommended a part time person to help out.  
He continued that he had been talking with the Governor's office and I-87 will be coming in the near future. He continued that a steam boat will be coming down the river from Edenton shortly. It is in the State Tourism's working plans to make it happen. Jamesville will be a half way spot for the trip.  
He also mentioned that the town has not heard anything from the Heath project yet. Mr. Heath has spoken to the town board regarding voluntarily annexing his property into the town limits.
  - B. **Liaison**
    1. None
  - C. **Water/Wastewater report - Samuel Lilley**
    1. Mr. Lilley stated that we are still waiting on the collections inspection to be completed.

**D. Public Works report - Charles Winstead**

1. No report

**E. Administrative Report - Kimberly Cockrell**

1. The final budget amendments for FY 18-19 was presented to the board for approval. Commissioner Carolyn Martin moved to approve the amendments as presented. Commissioner Mary Allen seconded. Motion unanimously passed. 5 Ayes – 0 Nays.

**Town of Jamesville - General Fund  
FY 18-19 Final Budget Amendments  
June 27, 2019**

Income	Budget	Final Budget Amendment	FY 18-19 Budget
<b>Ad valorem taxes</b>			
1030109 · 2009 TAXES	0.00	0.00	0.00
1030110 · 2010 TAXES	0.00	0.00	0.00
1030111 · 2011 Taxes	0.00	224.00	224.00
1030112 · 2012 Taxes	0.00	224.00	224.00
1030113 · 2013 Taxes	0.00	407.00	407.00
1030114 · 2014 Taxes	1,000.00	-380.00	620.00
1030115 · 2015 Taxes	2,000.00	-1,377.00	623.00
1030116 · 2016 Taxes	6,000.00	700.00	6,700.00
1030117 · 2017 Taxes	8,000.00	-1,400.00	6,600.00
1030118 · 2018 Taxes	110,000.00	5,000.00	115,000.00
1030200 · PENALTIES AND INTEREST	2,000.00	1,500.00	3,500.00
1031000 · VEHICLE TAX	20,000.00	0.00	20,000.00
<b>Total Ad valorem taxes</b>	<b>149,000.00</b>		<b>153,898.00</b>
<b>Other governmental revenues</b>			
1032900 · INTEREST	1,000.00	1,500.00	2,500.00
1032901 · CEMETERY INTEREST	200.00	100.00	300.00
1033104 · COPIES & FAX COLLECTIONS	400.00	-70.00	330.00
1033200 · CEMETERY LOT SALES	5,000.00	-2,650.00	2,350.00
1033300 · Scrap Metal/Equipment sale		917.00	917.00
1035800 · MISCELLEANOUS	50.00	1,800.00	1,850.00
1037900 · ELECTIONS	50.00	-25.00	25.00
1038200 · HERRING FESTIVAL REVENUE	400.00	-40.00	360.00
1038400 · FEMA proceeds	0.00	0.00	0.00
1038500 · ZONING REVENUE	100.00	50.00	150.00
1039300 · APPROPRIATED FUND BALANCE	4,850.00	-4,850.00	0.00
<b>Total Other governmental revenues</b>	<b>12,050.00</b>		<b>8,782.00</b>
<b>Other taxes and license</b>			
1035000 · PRIVILEGE LICENSES	30.00	30.00	60.00
<b>Total Other taxes and license</b>	<b>30.00</b>		<b>60.00</b>
<b>Restricted intergovernmental</b>			
1032902 · POWELL BILL INTEREST	800.00	1,500.00	2,300.00
1034300 · POWELL BILL REVENUE	15,500.00	-200.00	15,300.00
<b>Total Restricted intergovernmental</b>	<b>16,300.00</b>		<b>17,600.00</b>
<b>Unrestricted intergovernmental</b>			
1033000 · PAYMENT IN LIEU OF TAXES		400.00	400.00
1034400 · BEER AND WINE EXCISE TAX	2,100.00	0.00	2,100.00
1034401 · ABC REVENUE	1,500.00	0.00	1,500.00
1034500 · LOCAL OPTION SALES TAX	55,000.00	-3,000.00	52,000.00
1036701 · SALES TAX REFUND	400.00	0.00	400.00
1037700 · FRANCHISE-TELECOM SALES TAX	28,000.00	0.00	28,000.00
1037800 · SOLID WASTE DISPOSAL	300.00	0.00	300.00
<b>Total Unrestricted intergovernmental</b>	<b>87,300.00</b>		<b>84,700.00</b>

*Cathy Martin*  
*Mary Ellen*  
*Larkie*  
*Rachel Bradford*  
*William E. Williams*

**Town of Jamesville - General Fund  
FY 18-19 Final Budget Amendments  
June 27, 2019**

	<u>Budget</u>	<u>Final Budget</u>	<u>FY 18-19 Budget</u>
Total Income	264,680.00		265,040.00
Expense			
Cemetery			
1040168 · CEMETERY EXPENSE	3,100.00	-500.00	2,600.00
Total Cemetery	3,100.00		2,600.00
GENERAL GOVERNMENT			
1040101 · SALARY- CLERK	21,600.00	1,400.00	23,000.00
1040108 · STATE UNEMPLOYMENT REIMBURSEMEN	200.00	0.00	200.00
1040109 · FICA MATCH	6,200.00	0.00	6,200.00
1040110 · RETIREMENT EXPENSE	6,900.00	400.00	7,300.00
1040111 · EMPLOYEE INSURANCE	37,399.00	-3,000.00	34,399.00
1040112 · BONUS/LONG/COMMISSIONER PAY	8,700.00	0.00	8,700.00
1040113 · WORKMEN'S COMP	5,666.00	0.00	5,666.00
1040117 · AUDIT FEES	7,210.00	0.00	7,210.00
1040118 · ATTORNEY FEES	1,100.00	1,400.00	2,500.00
1040124 · OFFICE SUPPLIES	1,900.00	-200.00	1,700.00
1040125 · MATERIAL & SUPPLIES	2,000.00	-300.00	1,700.00
1040129 · MISCELLANEOUS	1,500.00	300.00	1,800.00
1040130 · REIMB. WATER/SEWER	0.00	0.00	0.00
1040131 · TRAVEL	2,000.00	-1,200.00	800.00
1040132 · CHRISTMAS DECORATIONS	2,000.00	-375.00	1,625.00
1040133 · ELECTRICITY- TOWN HALL	1,200.00	0.00	1,200.00
1040134 · TELEPHONE	1,900.00	0.00	1,900.00
1040135 · ADVERTISING AND PRINTING	400.00	0.00	400.00
1040140 · DUES	2,300.00	0.00	2,300.00
1040142 · FIRE DISTRICT TAX	15,000.00	1,026.00	16,026.00
1040145 · PROPERTY/LIABILITY INSURANCE	9,925.00	0.00	9,925.00
1040146 · BONDS	175.00	0.00	175.00
1040148 · REPAIRS	4,000.00	1,000.00	5,000.00
1040149 · DIESEL FUEL	1,300.00	-700.00	600.00
1040151 · ELECTIONS EXPENSE	0.00	0.00	0.00
1040152 · TRAINING	500.00	-400.00	100.00
1040166 · TAX COLLECTIONS FEES	5,000.00	0.00	5,000.00
1040169 · MOSQUITO SPRAYING	2,700.00	0.00	2,700.00
1040190 · CAPTIAL OUTLAY	2,050.00	2,500.00	4,550.00
1048200 · HERRING FESTIVAL EXPENSE	1,100.00	-341.00	759.00
Total GENERAL GOVERNMENT	151,925.00		153,435.00
Public Safety			
1043000 · PUBLIC SAFETY/SHERIFF DEPT	16,000.00	-1,000.00	15,000.00
Total Public Safety	16,000.00		15,000.00
Sanitation			
1040102 · SALARY MAINT 1	19,000.00	1,300.00	20,300.00
1040103 · SALARY MAINT 2	19,500.00	-800.00	18,700.00
1040104 · SALARY SUPERVISOR	0.00	0.00	0.00
1040106 · Public Works Director Trainee	14,500.00	-300.00	14,200.00

**Town of Jamesville - General Fund  
 FY 18-19 Final Budget Amendments  
 June 27, 2019**

	<u>Budget</u>	<u>Final Budget</u>	<u>FY 18-19 Budget</u>
1047026 · GARBAGE PICKUP	3,000.00	-500.00	2,500.00
1047027 · DEBRIS REMOVAL (Landfill)	2,000.00	0.00	2,000.00
1047049 · FUEL	2,500.00	1,400.00	3,900.00
<b>Total Sanitation</b>	<b>60,500.00</b>		<b>61,600.00</b>
<b>TRANSPORTATION</b>			
1045000 · PB Salaries	15,200.00	0.00	15,200.00
1045001 · FICA Expense	1,200.00	0.00	1,200.00
1045048 · STREET REPAIRS	1,755.00	-300.00	1,455.00
1045069 · MAPS/SIGNS	0.00	650.00	650.00
<b>Total TRANSPORTATION</b>	<b>18,155.00</b>		<b>18,505.00</b>
<b>Transportation - streets</b>			
1045036 · STREET LIGHTING	15,000.00	-1,100.00	13,900.00
<b>Total Transportation - streets</b>	<b>15,000.00</b>		<b>13,900.00</b>
66000 · Payroll Expenses			
<b>Total Expense</b>	<b>264,680.00</b>		<b>265,040.00</b>
<b>Net Income</b>	<b>0.00</b>		<b>0.00</b>

2. The board previously approved for the employees accrued compensation time to be paid out by the end of the fiscal year. A FY 18-19 Comp Time Payout report was presented to the board for approval. It consisted of Samuel Lilley having accrued 231.02 hours and Kimberly Cockrell having accrued 196.93 hours. Commissioner Mary Allen moved to approve the payout of the comp time as presented. Commissioner Larris Tolson seconded. Motion unanimously passed. 5 Ayes – 0 Nays.

**F. Mid East**

1. No report

**G. Planning Board**

**VI. Old Business**

- A. The board continued discussion of the voluntary annexation ordinance from the Board Meeting on June 10, 2019. Commissioner Larris Tolson moved to approve the Voluntary Annexation Ordinance for the Valentine project as presented to them. Commissioner Mary Allen seconded. Motion unanimously passed. 5 Ayes – 0 Nays.

TOWN OF JAMESVILLE  
ANNEXATION ORDINANCE

June 27, 2019

**THIS ANNEXATION ORDINANCE**, made this 27<sup>th</sup> day of June, 2019, by the Town Board of Commissioners of the Town of Jamesville, North Carolina, pursuant to N.C.G.S. § 160A-58.1 and N.C.G.S. § 160A-31.

1. That on the 1<sup>st</sup> day of May, 2019, the Town of Jamesville Board of Commissioners did receive a Proposed Annexation Request from Val and Skip Valentine of Valentine Amusement Park, Inc./Indiantown Farm, LLC., to voluntarily annex two parcels pursuant to N.C.G.S. § 160A-58.1 and N.C.G.S. § 160A-31.
2. That on or about the 1<sup>st</sup> day of May, 2019, the Town Clerk of Jamesville did receive a Petition for Voluntary Annexation, signed by all the owners of real property within the area proposed for annexation, which said areas are described as follows:

AREA ONE: A parcel of land adjoining the western boundary of the Town of Jamesville and the northerly side of Main Street consisting of approximately 22.29 acres, more or less, and being Martin County Tax Parcel 0102335 (less any portion of this parcel which is already within the city limits of the Town of Jamesville). A map of this Martin County Tax Parcel 0102335 is attached hereto and incorporated by reference. This is a portion of the lands conveyed to Indiantown Farm, LLC in Deed Book N-26 page 471, Martin County Registry.

AREA TWO: A parcel of land consisting of approximately 14.392 acres, more or less, adjoining the westerly side of Area One described above and the northerly side of Main Street and being the same lands conveyed to Valentine Amusement Park, Inc. in Deed Book X-26 page 605, Martin County Registry. A map of this parcel is recorded in Plat Cabinet D Slide 203-G, Martin County Registry and this deed and map are incorporated by reference. This is also Martin County Tax Parcel 0101518.

3. That on the 14<sup>th</sup> day of May, 2019, the Town Clerk for the Town of Jamesville did certify those requirements of N.C.G.S. § 160A-58.1 and N.C.G.S. § 160A-31 are met and the Petition appears to be valid.
4. That on the 31<sup>st</sup> day of May, 2019, public notice of a Public Hearing to be held on June 10<sup>th</sup>, 2019 was published in the Martin Enterprise Newspaper, said date being at least ten days prior to the date of Hearing pursuant to N.C.G.S. § 160A-58.2 and N.C.G.S. § 160A-31.
5. That a Public Hearing was held on the 10<sup>th</sup> day of June, 2019, at the regular town board meeting of the Town of Jamesville Board of Commissioners. That no person spoke in opposition to the Proposed Voluntary Annexation.

**UPON MOTION**, by Commissioner Larris Tolson, and seconded by Commissioner Mary Allen, the Town of Jamesville Board of Commissioners hereby makes the following findings:

1. That the area described in the Petition and in paragraph 2 above meets all the standards set out in N.C.G.S. § 160A-58.1(b) and N.C.G.S. § 160A-31.
2. That the Petition bears the signatures of all the owners of real property within the area proposed for annexation.
3. The Petition is otherwise valid.
4. That public health, safety, and welfare of the inhabitants of the Town of Jamesville and the area proposed for annexation will be best served by the annexation.
5. That the effective date of this Annexation shall be June 30, 2019.
6. From and after the effective date of this Annexation Ordinance, the annexed area and its citizens and property are subject to all debts, laws, ordinances, and regulations of the Town of Jamesville, and are entitled to the same privileges and benefits as other parts of the Town of Jamesville.
7. The Mayor of the Town of Jamesville shall cause an accurate map of the above-referenced annexed property, together with a copy of this Ordinance duly certified, to be recorded in the Office of the Register of Deeds of Martin County, and in the Office of the Secretary of State of North Carolina pursuant to N.C.G.S. § 160A-51.

The foregoing Motion received 5 ayes and 0 naves, and was duly adopted by the Town Board of Commissioners of Jamesville.

**TOWN OF JAMESVILLE**

By: Willis E. Williams

**WILLIS E. WILLIAMS, MAYOR PROTEM**

**ATTEST:**

Kimberly Cockrell

**KIMBERLY COCKRELL, TOWN CLERK**





# Annexation Map: Ordinance No. 20190701 Town of Jamesville, NC



Amira Yassin-Fort  
August 2019







This map was created using Martin County, North Carolina tax mapping data and is not a certified survey.

**9**

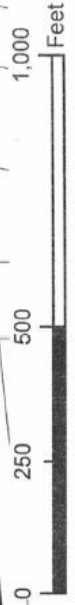
*William E. Williams*  
Jan 27, 2019



-  Proposed
-  City Corporate Limits
-  Parcel
-  Roads

Skip and Val Valentine  
Indiantown Farm, LLC  
0102335  
22.29 Acres  
Deed Book: N-26  
Deed Page: 471

Skip and Val Valentine  
Valentine Amusement  
Park, Inc.  
0101518  
14.35 Acres  
Deed Book: X-26  
Deed Page: 605



CERTIFICATION OF TRUE COPY

I, Willis Williams, do hereby swear or affirm that the attached is a true copy of the Town of Jamesville Annexation Ordinance (No. 20190701) and the Annexation Map adopted June 27, 2019 by the Town of Jamesville Board of Commissioners.



Willis E. Williams  
Willis Williams, Mayor Protem  
Town of Jamesville

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North Carolina

County of Martin

I, Kimberly Cockrell, a Notary Public for Martin County, North Carolina, do hereby certify that Willis Williams personally appeared before me this day and acknowledged the due execution of the foregoing instrument.

Witness my hand and official seal, this the 21st day of August, 2019.



Kimberly Cockrell  
Official Signature of Notary

Kimberly Cockrell, Notary Public  
My Commission expires: November 23, 2020

**VII. New Business.**

- A. Mayor Protem Williams told the board that we received a letter from Xenith Bank stating that they will be closing their Plymouth branch on September 13, 2019. He continued stating that the nearest bank will be in Edenton. The Finance Officer presented the board with a list of LGC approved banks for the board to choose from. Commissioner Larris Tolson moved giving the Finance Officer authority to research the local banks and interest rates for the board to review. Commissioner Carolyn Martin seconded. Motion unanimously passed. 5 Ayes – 0 Nays.
- B. Mayor Protem Williams talked to the board about putting the Water Tank Maintenance out for bid. He continued that doing that could save the town a great deal of money. Commissioner Rachel Craddock moved to allow the Water Tank Maintenance Contract to be put out for bid. Commissioner Larris Tolson seconded. Motion unanimously passed. 5 Ayes – 0 Nays.
- C. The board was presented with a mosquito contract between the Town of Jamesville and Rid A Pest for approval. This contract is for FY 19-20 and includes six (6) sprays in the amount of \$450.00 per spray. Commissioner Larris Tolson moved to approve the contract as presented. Commissioner Rachel Craddock seconded. Motion unanimously passed. 5 Ayes – 0 Nays.  
Mayor Protem Williams spoke to the board about sending Charles Winstead and Samuel Lilley to obtain herbicide and pesticide licenses. Upon retaining their license they will be able to spray the town for Mosquitos, control fire ants at the cemetery and spray chemicals to kills the weeds in town. Mr. Winstead spoke to the board regarding information that he had obtained about the license. He stated that the equipment could be pricey. Commissioner Larris Tolson moved to approve the town looking into obtaining herbicide and pesticide license for Charles Winstead and Samuel Lilley. Commissioner Rachel Craddock seconded. Motion unanimously passed. 5 Ayes – 0 Nays.
- D. An invoice in the amount of \$856.00 from Coastal Generator Services was submitted to the board for approval. The repairs are for the generator located at the Sewer Pumping Station on Hwy 171. Commissioner Larris Tolson moved to approve the invoice. Commissioner Carolyn Martin seconded. Motion unanimously passed. 5 Ayes – 0 Nays.

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

- A. At 7:50 pm Commissioner Larris Tolson moved to go into closed session. Commissioner Rachel Craddock seconded. Motion unanimously passed. 5 Ayes - 0 Nays.
- B. At 8:10pm Commissioner Larris Tolson moved to come out of closed session. Commissioner Rachel Craddock seconded. Motion unanimously passed. 5 Ayes - 0 Nays.

Commissioner Larris Tolson moved to approve paying Mayor Protem Willis Williams the difference in Commissioners salary and the Mayors salary for the fiscal year. Commissioner Rachel Craddock seconded. Motion unanimously passed. 4 Ayes - 0 Nays; Commissioner Willis Williams abstained from voting. Mayor Protem Williams has been acting as Mayor since July 1, 2018 when previous Mayor Bradley Davis resigned. Mr. Davis was moving out of town was the reason for his resignation.

**VI. Board Comments**

None

**X. Adjourn**

Commissioner Mary Allen moved to adjourn at 8:11pm. Motion unanimously passed.

Respectfully submitted by:  
Kimberly Cockrell – Town Clerk