

# **TOWN OF JAMESVILLE**

## **MONTHLY BOARD MEETING 7/8/2019 MINUTES**

---

The following is an account of the minutes taken at the Regular Monthly Board Meeting held between 7:00 pm & 8:29pm on 7/8/19 at the Town Hall Conference Room -1211 Water Street, Jamesville, North Carolina.

### **Attendees**

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

### **Absentees**

- Mary Allen - 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 Carolyn Martin requested to add under VI. Old Business D. Eagle Scout Project. Commissioner Larris Tolson moved to approve the agenda with the additions. Commissioner Carolyn Martin seconded. Motion unanimously passed. 4 Ayes - 0 Nays.

### **III. Review & Approval of Minutes**

- None

### **IV. Public Comment**

- Mr. Ray Bowen President of the Jamesville Ruritan Club thanked the board for allowing them to be a part of town events for many years. He continued that 10 years ago he was approached by Commissioner Jim Williams asking if the Ruritan Club would be interested in organizing the Town's Annual Herring Festival. The Ruritan Club accepted the request. Over the years they were awarded "Best Small Festival" by the NC Festivals and Events and were named as the official NC Herring Festival by the State of North Carolina. He continued stating that they have had charity projects each year, some that included assistance for the tornado victims of Bertie County, contributions to the Shriners Hospital, Jamesville Community Food Bank and Jamesville Rescue Fire/EMS. For the last two years they awarded a NC Herring Festival Scholarship to a deserving young person in the community. Mr. Bowen continued stating that by proclamation the Jamesville Ruritan club has chosen to relinquish any and all future responsibilities to the Town of Jamesville regarding the festival. He ended stating that they have looked at their membership and see that their own tasks are formidable and sometime overwhelming. The Jamesville Ruritans thank you for your friendships as well as the opportunities that the town board has provided. Mayor Protem Williams thanked the Ruritans and trust/believe that they will continue to support the town with future endeavors. Mr. Bowen stated that they would with great

pleasure.

Commissioner Larris Tolson expressed great thanks for what the Ruritans have done over the years. He continued that it has been appreciated more than what has been realized.

- Town resident Brenda Core asked the board if they would give her an extension until Wednesday to pay her water bill. Commissioner Carolyn Martin moved to approve the extension. Commissioner Larris Tolson seconded. Motion unanimously passed.  
4 Ayes - 0 Nays.
- Mrs. Marian Davis thanked the board for the hard work that they had put into the Veterans memorials. She handed a donation to the town board for the memorial from her son Herb Davis. The board thanked her for the contribution.

## **V. Reports**

### **A. Mayor**

### **B. Liaison**

### **C. Water/Wastewater report - Samuel Lilley**

1. Mr. Lilley stated that the town had a state inspection on the collection system. He will be submitting a formal report when it has been completed.

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

1. Mr. Winstead stated that he called a state man in to follow up on a complaint that the town had received on brown water at a residents home. The state man came and gave the town compliments on how well the water system is performing. He continued that the town's paper work looked great. The state did take samples from the residents home to run for their records. Jamesville is drawing from the Caste Hayne Aquifer which has a high amount of iron and calcium in the raw water.

Mayor Protem Williams stated that all small towns run into the same problem with brown water. He commended the employees for maintaining the system like they have. The town will be getting a new water plant in the next few years. He stated that the residents are encouraged to let the town know if they are experiencing discolored water. He continuing stating that the water is safe to drink and the state's results will only confirm that.

Mr. Winstead explained that they have run into electrical problems with the new gas tank and hopes that will be up and running soon.

He continued with discussion from last month about herbicide and pesticide classes. He stated that there will be an upcoming class in Greenville in December. The cost of the class, books and license will be under \$200.00. The town will be exempt from paying the annual fees once the certifications are obtained.

### **E. Administrative Report - Kimberly Cockrell**

1. Financial reports were given for June 2019.

### **F. Mid East - Kimberly Cockrell**

1. Mrs. Cockrell stated that she attended a meeting on June 20<sup>th</sup>. Most of the meeting was about the upcoming budget. The new budget was adopted and explained in detail. She stated that the following topics were covered: Bertie Beach at the Albemarle sound had an open house on June 29<sup>th</sup>. The beach is open to the public. There is still funding available for anyone recovering from Hurricane Matthew and Florence. Topics were covered regarding the upcoming 2020 Census Count Committee. A CDBG Meeting was held at the Telecenter on June 19<sup>th</sup> for elected official training with regards to water and waste water systems.

## **G. Planning Board**

### **VI. Old Business**

- A. The board took discussion of the water disconnect list that was presented to them. Commissioner Larris Tolson moved to disconnect utility services on the proposed delinquent water/sewer list with the exception of the extension that was given earlier in the meeting. Commissioner Rachel Craddock seconded. Motion unanimously passed. 4 Ayes - 0 Nays.
- B. The board continued discussion regarding appointment of a mayor for Jamesville. Mayor Protem Williams stated that the towns next election will be in November 2021 according to the NC Board of Elections. He stated that would leave the town board to fill the board by appointment if they chose to do so. Commissioner Larris Tolson moved to appoint Commissioner Willis Williams as Mayor. There was no discussion from the other board members for the motion that was made. The motion died. Town resident Dennis Anton expressed his interest in being Mayor for Jamesville. He told the board that he would submit a letter at next month's meeting. The board took discussion and decided to table until next month.
- C. Mrs. Cockrell spoke to the board about the bank accounts at Union Bank, which will be closing their branch in Plymouth. She submitted a proposal about moving the money from Union Bank to new accounts at PNC Bank and NC Capital Management Trust. The board discussed the proposed transfers. Commissioner Rachel Craddock moved to approve the proposed account transfers and the creation of new financial accounts as needed. Commissioner Carolyn Martin seconded. Motion unanimously passed. 4 Ayes - 0 Nays.
- D. Commissioner Carolyn Martin stated that she met with Robert Augburn and his Scout Master. Mr. Augburn's Eagle Scout project can not include fund raising for the Robert Staton Memorial or all Veterans Memorial. A new project to include planting 2 crepe myrtle trees on either side of the cemetery entrance was mentioned. Before he got too involved in the project Commissioner Martin wanted the board's input and approval. Commissioner Martin stated that Mr. Augburn would create a formal proposal for the project and present to the town board for final approval. Commissioner Rachel Craddock moved to authorize Mr. Augburn to continue to proceed with the mentioned project. Commissioner Larris Tolson seconded. Motion unanimously passed. 4 Ayes - 0 Nays.

### **VII. New Business**

- A. Mayor Protem Williams spoke to the board about hiring someone to fill a part time clerical position to work with the Town clerk. He continued that the clerk is overwhelmed and encouraged the board to consider the position. He stated that the town could use the extra money that the town will be accruing from the financial transfers (earlier approved) for this position. The board took discussion and agreed that they would need to set criteria including a job description, number of work hours per week and a salary for this position. Commissioner Rachel Craddock and Commissioner Carolyn Martin volunteered to research the criteria mentioned and will bring back to the board at next month's board meeting.
- B. Mayor Protem Williams spoke to the board about Valentine's Pump Station and Force Main Encroachment Agreement. Commissioner Rachel Craddock moved to approve the agreement as presented. Commissioner Larris Tolson seconded. Motion unanimously passed. 4 Ayes - 0 Nays.
- C. The board was presented a quote to run electricity to the gas pump located at the water plant. Commissioner Larris Tolson moved to approve the funds needed to get the job completed. Commissioner Carolyn Martin seconded. Motion unanimously passed. 4 Ayes - 0 Nays.

- D. A resident in town had a complaint regarding discolored water. This was discussed earlier in the meeting. No further discussion was made.

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

- A. At 8:09 pm Commissioner Larris Tolson moved to go into closed session. Commissioner Rachel Craddock seconded. Motion unanimously passed. 4 Ayes - 0 Nays.
- B. At 8:28pm Commissioner Larris Tolson moved to come out of closed session. Commissioner Rachel Craddock seconded. Motion unanimously passed. 4 Ayes - 0 Nays.

No action was taken by the board.

**VI. Board Comments**

None

**X. Adjourn**

Commissioner Larris Tolson moved to adjourn at 8:29pm. Motion unanimously passed.

Respectfully submitted by:  
Kimberly Cockrell – Town Clerk