

TOWN OF JAMESVILLE

MONTHLY BOARD MEETING 7/9/2018 MINUTES

The following is an account of the minutes taken at the Regular Monthly Board Meeting held between 7:00 pm & 8:54pm on 7/9/2018 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

Absentees

- Larris Tolson - Commissioner

Minutes Recorder – Kimberly Sutton

I. Mayor Protem Willis Williams called the meeting to order. He opened with a prayer.

II. Adoption of Agenda

- Commissioner Rachel Craddock requested to add under VII. New Business F. Safety. Commissioner Rachel Craddock moved to approve the Agenda with the addition. Commissioner Mary Allen seconded. Motion unanimously passed. 4 Ayes - 0 Nays.

III. Review & Approval of Minutes

- Commissioner Carolyn Martin moved to approve the minutes for the Regular Board Meeting Minutes held on June 11, 2018 as written. Commissioner Rachel Craddock seconded. Motion unanimously passed. 4 Ayes - 0 Nays.

IV. Public Comment

- Clint Smith stated that he wanted to talk to the board regarding a company that he would like to open in town. He continued stating that it was on the agenda under New Business as Zoning recommendation. He asked the board if he could wait until they discussed the item to introduce his company. The board approved the request.
- Ms. Katie Reynolds explained to the board that she had a leak in her pipes underground. She asked the board if they would allow her an adjustment on her account. Commissioner Rachel Craddock moved to approve an adjustment for her account due to the leak. Commissioner Mary Allen seconded. Motion unanimously passed. 4 Ayes - 0 Nays.
- Brenda Core asked the board for an extension until Wednesday July 11th to pay her bill. Commissioner Rachel Craddock moved to approve the extension. Commissioner Mary Allen seconded. Motion unanimously passed. 4 Ayes - 0 Nays.
- Heather Rullman stated that she was in attendance to speak against the internet cafe that wants to open in town.

V. Reports

A. Mayor

1. Mayor Pro tem Willis Williams spoke to the board about Brad Davis' resignation that he submitted at June's board meeting. He stated that the board would appoint someone and the town would have a municipal election in November 2019 for someone to be elected to serve the remaining 2 years of the 4 year term. Commissioner Rachel Craddock moved to table until next months meeting. Commissioner Mary Allen seconded. Motion unanimously passed. 4 Ayes - 0 Nays.

Mayor Pro-tem Williams stated that the board is required to accept Brad's resignation. Commissioner Mary Allen moved to accept Brad Davis' resignation that was effective July 1, 2018. Commissioner Carolyn Martin seconded. Motion unanimously passed. 4 Ayes - 0 Nays.

Mayor Pro-tem Williams stated that he would like for the board to do something for Brad with a resolution or plaque honoring his service to the town. Commissioner Mary Allen moved to approve the town honoring Brad for his civic service for Jamesville. Commissioner Rachel Craddock seconded. Motion unanimously passed. 4 Ayes - 0 Nays.

B. Liaison

1. Commissioner Carolyn Martin stated that both Samuel Lilley and Charles Winstead notified her that they couldn't be in attendance of the meeting. She continued that Charles just came off of vacation and didn't have much to report. She said that the town had flushed 12-15 fire hydrants so far. The ends of the lines where the worst. The employees have worked only days flushing hydrants.

She continued that Samuel Lilley reported that the trees had not been taken down at the WWTP due to all of the rain. David Rawls is hoping to be in and complete the job as soon as the weather breaks.

Mayor Pro-tem Willis Williams stated that he would like for the men to stay hydrated during this hot weather. He continued that they need to do whatever is necessary to keep cool.

C. Water/Wastewater report - Samuel Lilley

1. No report

D. Public Works report - Charles Winstead

1. No report

E. Administrative Report - Kimberly Sutton

1. Financial reports were given for June 2018.
2. Commissioner Carolyn Martin moved to accept the budget amendments as presented. Commissioner Rachel Craddock seconded. Motion unanimously passed. 4 Ayes - 0 Nays.

GF BUDGET AMENDMENT #1 - 7/9/18

	<u>CREDIT</u>	<u>DEBIT</u>
1040113 Workmen's Compensation	\$525.00	
1040145 Property/Liability Insurance		\$525.00
	\$525.00	\$525.00

** Due to increase in insurance premium for FY 18-19

D. Mid East

E. Planning Board

1. Chairman Larry Evans stated that the Zoning Board met on June 25th and has two recommendations to bring before the town board.

TO: Jamesville Town Board of Commissioners
FROM: Larry Evans, Jamesville Zoning/Planning Board Chairman
DATE: July 9, 2018

The Zoning Board met on June 25, 2018 and has two zoning recommendations to bring to the Town Board for review.

Clint Smith submitted an application along with payment on June 21, 2018 requesting a zoning amendment text change, adding "Internet Cafe" as a permitted usage under Core Town District. Mr. Smith presented his business proposal and answered questions that the board and residents in attendance had.

Zoning Board member Vicky Chapman stated that she wasn't against the business but didn't like the residential area where it would be located. She felt that businesses of that nature should be away from peoples houses.

Board Member Sandra Davenport made a motion to recommend that "Internet Cafe" be added to the list of permitted usages for Core Town District within Jamesville. Board member Edward Hines seconded. Larry Evans voted for the motion. Vicky Chapman voted against the motion. Motion carried. 3 Ayes - 1 Nay

Mr. James Hyman was present and spoke to the board about his request to have water and sewer service ran to his property at 1260 Astoria Road. He also stated that he would like to turn the existing trailer on the property into a storage barn. The board listened to Mr. Hyman's request. The zoning ordinance states under Mobile Homes (General Requirements) that there should be no authorization for any utility hookup until all of the zoning requirements have been met, which includes written approval from Martin County Building Inspections Department validating that the structure is in compliance with local and state laws.

Board member Edward Hines made a motion to recommend that the Town Board follow the zoning ordinance already in place. Board member Vicky Chapman seconded. Motion unanimously passed. 4 Ayes - 0 Nays.

VI. Old Business

- A. The board took discussion of the water disconnect list that was presented to them. Commissioner Carolyn Martin moved to disconnect utility services on the proposed delinquent water/sewer list with the exception of Acct#38 that was given an extension at the beginning of the meeting. Commissioner Rachel Craddock seconded. Motion unanimously passed. 4 Ayes - 0 Nays.
- B. Commissioner Carolyn Martin updated the board on the progress of a veterans memorial to be placed at the Jamesville Cemetery. She feels that the town should name the drive between the flag pole and cross "Memorial Drive" and have a memorial placed near the flag pole in memory of fallen soldiers. She stated that the government would pay for a monument if the soldier did not already have one. These memorials would be placed on the towns right of way. A suggestion was also made to have one memorial that families could add soldiers names on. The Board took discussion. They decided to table until next month when more information would be available.
- C. Mayor Protem Williams briefly spoke about the well head protection plan that NCRWA is in the process of creating for Jamesville. He stated that the board needed to decided if the plan was going to be regulatory or non-regulatory and a designation person would need to be appointed to sign all of the paperwork. Commissioner Rachel Craddock moved to make the plan non-regulatory. Commissioner Carolyn Martin seconded. Motion unanimously passed. 4 Ayes - 0 Nays. Commissioner Mary Allen moved to appoint Commissioner Rachel Craddock as the designation person for the plan. Commissioner Carolyn Martin seconded. Motion unanimously passed. 4 Ayes - 0 Nays.

- D. Bobby Blowe and Steve Gandy with Municipal Engineering spoke to the board regarding an upcoming grant application for a new water plant. Mr. Blowe explained that with the USDA funding it would be a 40 year loan which would offer a minimum grant opportunity. It would be on a rolling basis having a higher interest rate that could change quarterly. The state has a Drinking Water State Revolving Fund the would offer for up to a 50% principle forgiveness, zero percent interest on a 20 year loan. Commissioner Carolyn Martin moved to adopt the Resolution to request state grant/loan assistance and to designate Commissioner Rachel Craddock as the Authorized Official for Jamesville. Commissioner Mary Allen seconded. Motion unanimously passed. 4 Ayes - 0 Nays.

RESOLUTION BY GOVERNING BODY OF APPLICANT

WHEREAS, The Federal Clean Water Act Amendments of 1987 and the North Carolina the Water Infrastructure Act of 2005 (NCGS 159G) have authorized the making of loans and grants to aid eligible units of government in financing the cost of the construction of Water System Improvements, and

WHEREAS, The TOWN OF JAMESVILLE has need for and intends to construct a WATER SYSTEM IMPROVEMENTS project described as WATER TREATMENT PLANT UPGRADES, and

WHEREAS, The TOWN OF JAMESVILLE intends to request state loan or grant assistance for the project,

NOW THEREFORE BE IT RESOLVED, BY THE BOARD OF COMMISSIONERS OF THE TOWN OF JAMESVILLE:

That TOWN OF JAMESVILLE, the **Applicant**, will arrange financing for all remaining costs of the project, if approved for a State loan or grant award.

That the **Applicant** will adopt and place into effect on or before completion of the project a schedule of fees and charges and other available funds which will provide adequate funds for proper operation, maintenance, and administration of the system and the repayment of all principal and interest on the debt.

That the governing body of the **Applicant** agrees to include in the loan agreement a provision authorizing the State Treasurer, upon failure of the TOWN OF JAMESVILLE to make scheduled repayment of the loan, to withhold from the TOWN OF JAMESVILLE any State funds that would otherwise be distributed to the local government unit in an amount sufficient to pay all sums then due and payable to the State as a repayment of the loan.

That the **Applicant** will provide for efficient operation and maintenance of the project on completion of construction thereof.

That **RACHEL CRADDOCK**, the **Authorized Official**, and successors so titled, is hereby authorized to execute and file an application on behalf of the **Applicant** with the State of North Carolina for a loan or grant to aid in the construction of the project described above.

That the **Authorized Official**, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the project: to make the assurances as contained above; and to execute such other documents as may be required in connection with the application.

That the **Applicant** has substantially complied or will substantially comply with all Federal, State, and local laws, rules, regulations, and ordinances applicable to the project and to Federal and State grants and loans pertaining thereto.

Adopted this the 9th day of July, 2018 at JAMESVILLE, North Carolina.

(Signature of Chief Executive Officer)

MAYOR PRO-TEMPORE

(Title)

- E. The trees at the WWTP have not been taken down due to the excessive amounts of rain that the town has received over the last couple of months. David Rawls has stated that he would be in to complete the job as soon as the weather breaks and the ground dries up. His equipment is heavy and would tear up the ground with it being so soft. Rachel Craddock stated that she had spoken with Darrick Lee with NCDOT and he stated that Stewart Street would be closed off by the end of July.

VII. New Business

- A. Mayor Protem Williams reiterated how the mayors position can be filled.
- B. Clint Smith presented his business to the board. He would like to open an internet cafe on the property across from the Town Hall. He continued asking the board to vote to allow internet cafe's to be added to the permitted usages for Core Town District. The town board opened the floor to anyone that had any comments on the proposal. Resident Vivian Leggett stated that she was against the business as it would be located directly across the street from her house. She didn't like the crowd and problems that it could bring to the area. Resident Heather Rullman stated that this was a residential neighborhood and Jamesville would not benefit from the business at all. She stated that once you allow it then it would open Pandora's box. She encouraged the board to research these types of businesses before voting to allow it. The board took discussion and several of the commissioners didn't like the idea that it would be located in a residential area of town. Several of the board members stated that they wouldn't want that type of business next door to them. Commissioner Mary Allen moved to decline the zoning request to add internet cafe as a permitted usage under the zoning ordinance. Commissioner Carolyn Martin seconded. Motion unanimously passed. 4 Ayes - 0 Nays.
- C. There have been several complaints regarding a farmer burning his wheat field by Lyon's Metal Roofing. Residents around the field complained of their homes getting smoke in them from the burning. There are several residents that have respiratory problems that were effected. It was mentioned by one resident that the Fire Department was not made aware of the burning. The burning took place directly beside 3 properties with houses on them. The board took discussion and decided to send a letter to the owner making him aware of the complaints.
- D. The town has received a Notice of Intent from Mid Atlantic Engineering and Environmental Solutions regarding soil contamination at Carolina Store Fixtures property located at 28333 US Hwy 64, Jamesville. Mayor Protem Williams stated that the document provides information on the cleanup of the property. The document will be available at the Town Hall for anyone interested in reading it.
- E. Domtar is offering to fund projects in Jamesville that will help with any cleanup or beautification of the town. Amanda Heinisch is the Executive Assistant to Domtar's Mill Manager. She will be overseeing any projects that will be done. Commissioner Carolyn Martin stated that she will contact Amanda to schedule a meeting for more details. Commissioner Martin will bring back information to the board.
- F. Commissioner Rachel Craddock is concerned with the safety of the office personnel in the Town Hall office. She spoke to the board about the idea of building a wall to separate the customers/visitors from the employees. The board took discussion and is interested in receiving quotes for the proposed work.

IX. Board Comments

A. None

X. Adjourn

Commissioner Mary Allen moved to adjourn at 8:54pm. Motion unanimously passed.

Respectfully submitted by:
Kimberly Sutton – Town Clerk