

**TOWN OF JAMESVILLE
SPECIAL BOARD MEETING 3/24/2022
MINUTES**

The following is an account of the minutes taken at the Special Board Meeting held between 5:00 p.m. & 7:09 p.m. on 03/24/2022 at the Jamesville Town Hall, 1211 Water Street, Jamesville, NC 27846. Due to the COVID-19 Pandemic, social distancing measures were made available to all.

Attendees:

- Craig Tucker - Mayor
- Willis Williams - Mayor Protem
- Larris Tolson – Commissioner
- Rachel Craddock – Commissioner (briefly via teleconference)
- Mary Allen – Commissioner
- Kimberly Cockrell – Commissioner

- Minutes Recorder – Kimberly Cockrell, Town Clerk/Finance Officer

I. Call to Order

All enjoyed a light meal. Shortly thereafter, Mayor Craig Tucker called the meeting to order. Mayor Craig Tucker offered the prayer as well as welcomed all to the meeting.

II. Adoption of Agenda

- As requested by Town Clerk/Finance Officer Kimberly Cockrell, Commissioner Rachel Craddock made the motion to adopt the agenda with the following additions – Item VI. Resolution to Improve Viability of the Water and Wastewater Systems and VII. Herring Festival Parade. Commissioner Willis Williams seconded. Motion unanimously passed. 4 Ayes - 0 Nays.

III. Public Comments – None

IV. Town of Jamesville Personnel Policy

1. Mayor Craig Tucker requested the Special Board Meeting to discuss updates/revisions to the Town of Jamesville Personnel Policy, after getting personnel policy information from the Town of Williamston. Before the discussion began, Mayor Craig Tucker stated if anyone needed to leave the meeting, Town Clerk/Finance Officer Kimberly Cockrell and he would bring the bottom product back to the Board after they worked on it.
In response to Mayor Craig Tucker’s comment about leaving, around 6:36 p.m., Commissioner Larris Tolson left to take care of other obligations.
(The Board discussed this agenda item after all of the other items on the agenda was discussed, which accounts for the time difference in attendance for Commissioner Rachel Craddock and Commissioner Larris Tolson as well as the different vote count on motions.)
The Board received copies of the personnel policies for Martin County, the Town of Williamston along with the Town of Jamesville for review. Board members gave historical data and suggestions on the best approach on such a time consuming project.
Commissioner Willis Williams suggested hiring someone to implement the changes to the personnel policy. To which, Commissioner Mary Allen questioned what was Assistant Clerk

Marion Thompson hired for. Town Clerk/Finance Officer Kimberly Cockrell replied Assistant Clerk Marion Thompson does the minutes, which requires a lot of time. Commissioner Willis Williams added budgetary restraints limited her time.

Board members suggested Mayor Craig Tucker work on his recommended changes/revisions and present them to the Board later.

V. Trucks on Town Streets

1. Earlier in the week, Employee Samuel Lilley noticed big dump trucks going down Astoria Rd. The Town had already posted No trucks signs on the town-owned road. Employee Samuel Lilley stopped and warned the driver of the posted signs. The driver annoyed the warning and continued to the end of the road to dump the content on private property. After Employee Samuel Lilley notified Town Clerk/Finance Officer Kimberly Cockrell, she called law enforcement, went to the site, also warned the driver he was out of compliance and that law enforcement was on the way. Reportedly, the driver stated he was hauling for Mr. Chad Hardison and continued driving down the road. Town Clerk/Finance Officer Kimberly Cockrell recorded the activity.

Commissioner Rachel Craddock, commissioner liaison over town roads and streets, expressed concern (via telephone) about the big trucks damaging the street that already badly needed repairs. The activity was also taking place without any communication with the Town and she commented the ordinance should include this requirement.

Ordinance #48-An Ordinance Banning Big Trucks on the Streets of the Town of Jamesville states the following in the second paragraph. "It shall be unlawful for any motor vehicle with a gross weight exceeding 26,000 pounds to park upon or make use of in any way, any street in the town except and unless same is a street which constitutes a part of the North Carolina Highway System and is maintained by the North Carolina Highway Commission."

After reviewing the ordinance, Commissioner Mary Allen commented she did not see where the drivers were working against the ordinance. The ordinance allows for the delivery of merchandise. (The ordinance states in the third paragraph "The trucks described and prohibited above shall be permitted to make use of the streets in town for local delivery or pickup.")

Town Clerk/Finance Officer Kimberly Cockrell talked to Sheriff Tim Manning as well as Mr. Chad Hardison, contractor responsible for the big trucks, about the situation and the posted signs. Mr. Chad Hardison planned to attend the April 2022 Regular Board meeting.

The Board had been seeking assistance to repair Astoria Road for NC Wildlife Resources and the State. Town Clerk/Finance Officer Kimberly Cockrell commented on being told Mr. Chad Hardison resurfaces streets as part of his business. The same individual suggested this could be a win-win for both sides.

Commissioner Willis Williams made the motion to revisit *Ordinance #48-An Ordinance Banning Big Trucks on the Streets of the Town of Jamesville* at the April 11th, 2022 Regular Board Meeting. Commissioner Larris Tolson seconded. Motion unanimously passed. 5 Ayes - 0 Nays.

(Commissioner Rachel Craddock attended the meeting via telephone for this agenda item only.)

VI. Resolution to Improve Viability of the Water & Wastewater Systems

1. Town Clerk/Finance Officer Kimberly Cockrell presented a Resolution to Improve Viability of the Water and Wastewater Systems sent to the Board by Mr. Bobbie Blowe, of Municipal Engineering. Even though the Town of Jamesville was not presently a distressed water system, its name was on a list of at risk to being deemed distressed. By approving the resolution, one would already be in place to take advantage of the monies available for distressed units, should the Town of Jamesville Water & Wastewater Systems be deemed distressed.

Commissioner Willis Williams made the motion to accept and approve the resolution as presented below. Commissioner Larris Tolson seconded. Motion unanimously passed. 4 Ayes – 0 Nays.

RESOLUTION BY GOVERNING BODY OF APPLICANT

WHEREAS, Session Law 2020-79 was signed into law on July 1, 2020 to improve viability of the water and wastewater systems of certain units of local government; the Viable Utility Reserve was established in the Water Infrastructure fund to be used for grants to include the study of rates, asset inventory and assessment and/or merger and regionalization options; the State Water Infrastructure Authority and the Local Government Commission have developed criteria to assess local government units and identify distressed units, and

WHEREAS, The TOWN OF JAMESVILLE has been designated as a distressed unit and intends to conduct a DRINKING WATER AND WASTEWATER CONSTRUCTION PROJECT, and

WHEREAS, The TOWN OF JAMESVILLE has need for state 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 complete the viable utility requirements in §159G-45(b) by:

1. Conducting an asset assessment and rate study. (Recently completed asset assessment or rate studies may be sufficient to meet this requirement.)
2. Participate in a training and educational program.
3. Develop a short-term and long-term action plan considering all of the following:
 - a. Infrastructure repair, maintenance, and management.
 - b. Continuing education of the governing board and system operating staff.
 - c. Long-term financial management plan.

That TOWN OF JAMESVILLE, the **Applicant**, acknowledges that the State Water Infrastructure Authority and Local Government Commission can impose specific conditions on grants from the Viable Utility Reserve.

If applying or a merger / regionalization feasibility study, the Applicant will work with other units of government or utilities in conducting the study including Martin County, Williamston, Robersonville, Parmele, and other regional partners.

That the **Applicant** will provide adequate access to staff, documents, equipment, and other resources pertinent to complete the project, and upon completion of the project provide good faith effort to implement the short- term and long-term plan to achieve viable utility infrastructure measures.

That Rachel Craddock, Commissioner, 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 grant to aid in the completion of the projects 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 pertaining thereto.

Adopted this the (date adopted) at (place), North Carolina.

(Signature of Chief Executive Officer)

(Title)

VII. Herring Festival Parade

1. At the January 10, 2022 Regular Board Meeting, the Board decided by consensus not to have a 2022 Herring Festival due to lack of volunteers to organize the event. An advertisement on the Town's Facebook page had been placed soliciting volunteers and no one responded by the January 7th, 2022 deadline.

Town Clerk/Finance Officer Kimberly Cockrell was requesting an official vote by the Board on holding a Herring Festival Parade because many individuals had inquired as to whether there would be a parade. The Board took discussion.

Commissioner Mary Allen made the motion not to have a Herring Festival Parade. Commissioner Willis Williams seconded. Motion unanimously passed. 4 Ayes – 0 Nays.

Commissioner Larris Tolson stated there would still be a sunrise service. Mayor Craig Tucker mentioned that a nonprofit wanted to take over the 2023 NC Herring Festival.

VIII. Board Comments

1. An article in the Roanoke Beacon regarding public comments made by Mr. Ashley Futrell, Public Information Officer for the Jamesville Fire Department was brought to the attention of Mayor Craig Tucker. It seemed Ms. Kathy Waters, of the Roanoke Beacon, did not fully disclose the situation regarding the Hardison sinkhole, which put the Town in an unfair advantage. Mayor Craig Tucker planned to talk to Ms. Kathy Waters about the article and ask her to print another article to present both sides. Commissioner Willis Williams made the motion to ratify the action. Commissioner Kimberly Cockrell seconded. Motion unanimously passed. 4 Ayes – 0 Nays.

Mayor Craig Tucker also visited the fire department to examine the issue addressed by Mr. Ashley Futrell. Mayor Craig Tucker took pictures for the Board, which showed the conditions under which the fire hoses were stored. It was his belief the storage method for the fire hoses was the cause of the rock and dirt getting into the tanker during fill-up rather than the sinkhole on Hardison Drive. Mayor Craig Tucker spoke with the Lieutenant and

firefighters at the fire department. Mayor Craig Tucker along with Commissioner Kimberly Cockrell planned to attend a meeting scheduled for April 5th, 2022 at 6 p.m. to discuss the matter with the fire department.

2. Commissioner Larris Tolson, Pastor of Siloam Methodist Church announced the Canman's & Captain Crew would be performing at Siloam Methodist Church on April 15th, 2022 at 11 a.m. Commissioner Larris Tolson also stated the group would perform folk and gospel music. There would also be a meal on the grounds of the church.

IX. Adjourn

Commissioner Mary Allen moved to adjourn at 7:09 p.m.

Respectfully submitted by:
Kimberly Cockrell
Town Clerk/Finance Officer