

**TOWN OF JAMESVILLE**  
**MONTHLY BOARD MEETING 03/14/2022**  
**MINUTES**

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The following is an account of the minutes taken at the Regular Monthly Board Meeting held between 7:00 p.m. & 8:34 p.m. on 03/14/2022 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. Virtual meeting attendance was provided for public access through Zoom meeting.

**Attendees**

- Craig Tucker - Mayor
- Willis Williams - Mayor Protem
- Rachel Craddock - Commissioner
- Larris Tolson - Commissioner
- Mary Allen – Commissioner
- Kimberly Cockrell – Commissioner

Minutes Recorder – Kimberly Cockrell, Town Clerk/Finance Officer

**I.** Mayor Craig Tucker brought the meeting to order. Mayor Craig Tucker welcomed the community. Commissioner Larris Tolson offered the prayer. Ms. Kathy Waters from the Roanoke Beacon attended the meeting.

**II. Adopt Agenda**

Mayor Craig Tucker asked for approval of the agenda, with the inclusion of the following to New Business:

- Item VIII-L, Ordinance No. 101121-An Ordinance Amending & Supplementing the Zoning Ordinance of the Town of Jamesville;
- Item VIII-M, Ordinance No. 0314221-An Ordinance Amending & Supplementing the Official Zoning Map of the Town of Jamesville; and
- Item VIII-N, Ordinance No. 031422-An Ordinance Amending & Supplementing the Zoning Ordinance of the Town of Jamesville.

Commissioner Larris Tolson made the motion to adopt the agenda with the additions. Commissioner Willis Williams seconded. Motion unanimously passed. 5 Ayes – 0 Nays.

**III. Approval of Minutes**

Commissioner Larris Tolson made the motion to approve the minutes listed below. Commissioner Rachel Craddock seconded. Motion unanimously passed. 5 Ayes - 0 Nays.

- Special Board Meeting & Closed Session – January 10, 2022
- Regular Board Meeting & Closed Session – January 10, 2022
- Special Board Meeting & Closed Session – January 24, 2022
- Regular Board Meeting & Closed Session – February 14, 2022

**IV. Legislative Public Hearing – Zoning Text & Map Amendments, Rezoning**

**A. Open Public Hearing**

Around 7:08 p.m., Commissioner Larris Tolson made the motion to open the legislative public hearing for the proposed rezoning text and map amendments. Commissioner Willis Williams seconded. Motion unanimously passed. 5 Ayes – 0 Nays.

## B. Public Comment

Town Clerk/Finance Officer Kimberly Cockrell gave the purpose of the meeting while summarizing the following item(s) pertaining to the public hearing:

- Throughout amended Zoning Ordinance “mobile” has been updated to “manufactured”
- Table of Contents
  - Article 6: Zoning Districts text added Section 6.01A-CTD-MH, 6.04A-RA-MH, & Article 9:Amendments-Citizen Comments
  - Article 6: Zoning Districts- text deleted “Mobile” & Article 9:Amendments-Protest Against Amendment
- Article 6-Zoning Districts
  - 6.01-CTD text added “neighborhood”
  - 6.01-CTD-B.6 text added to Accessory buildings “(In any rear or side yard but may be no closer than [3] feet from any property line.)”
  - 6.01 CTD-Special Uses C.2-text deleted “Only Manufactured Homes, Class A in CTD district prior to March14, 2022 Zoning Ordinance Amendment”
  - 6.01A-CTD-MH District text added
  - 6.02-Residential B.4-Permitted Uses text deleted “Class A Mobile Homes”
  - 6.04-RA-Permitted Uses B.5,6,&7 text deleted “Class A, Class B, & Class C”
  - 6.04-RA-Special Uses-C.1 & 2 text deleted “Mobile home parks in accordance with requirements of Mobile Home Park Regulations “ & “Only Manufactured homes (Class A, Class B, and Class C) in R/A District prior to March 14, 2022 Zoning Ordinance Amendment”
  - 6.04A-RA-MH District text added
- Article 7-Special Uses-Manufactured Homes
  - General Requirements 1<sup>st</sup> paragraph text deleted ”Agricultural-Residential District as described in Article VI, Section 6.04”
  - General Requirement 1<sup>st</sup> paragraph text added “Residential/Agricultural District - Manufactured Homes as described in Article VI, Section 6.04A”
  - General Requirements #19 title text deleted “Classes A and B”
  - Application Procedures 2.A.3 text deleted for filing /application fee(s)
- Article 9-Amendments
  - Protest Against Amendment complete text deleted (item repealed by legislators)
  - Citizen Comments text added
- Article 12-Definitions
  - Manufactured home text amended
  - Manufactured home park text amended
  - Manufactured home text amended Class A, Class B & Class C
  - Neighborhood mixed use text/definition added
- Zoning map amendments – Affected properties are on the north and south side of Main street beginning at 1417 Main Street extending to 1714 Main Street and include properties down Holly Lane and Circle Drive.

Members from the community asked general questions and the Board responded. During the Q & A, no one expressed opposition to the proposed project.

## C. Close Public Hearing

Around 7:12 p.m., Commissioner Larris Tolson made the motion to close the legislative public hearing for the proposed rezoning text and map amendments. Commissioner Willis Williams seconded. Motion unanimously passed. 5 Ayes – 0 Nays.

## **V. Public Comments - General**

1. Public Information Officer Ashley Futrell, of the Jamesville Fire Department made a plea to the Board to proceed with the repairs to Hardison Drive in front of the fire department. (Even though the Board had already approved repairing the location, the Board put the project on hold due to there not being a water cutoff valve at the repair location. Otherwise, the Town would be totally demobilizing while the contractor repaired the site.) Mr. Ashley Futrell said he came to the meeting to advocate having the road fixed because the pipes were crushing in, causing rocks and soil to get inside the lines and running through the EMS tankers during fill ups. Mr. Ashley Futrell stated he did not want to see the road closed down. Should EMS have to take an alternative route, this would delay getting service to the apartments and school on the other side of the road during an emergency.

## **VI. Reports**

### **A. Mayor**

1. Mayor Craig Tucker, three months into his term, stated he was still excited about working to serve the people of Jamesville. Mayor Craig Tucker mentioned visiting with citizens, businesses and organizations in the community to keep the lines of communication open and to see what was happening in the beautiful city of Jamesville.  
Mayor Craig Tucker talked about meeting with leaders of likeminded communities as well as those much bigger than Jamesville, with the goal of bringing this community into the 21<sup>st</sup> century, help it to grow, and become a force on the 21<sup>st</sup> century.  
Mayor Craig Tucker gave the Board an update on the recent NCLM Mayors' Conference held in Lexington, NC, which he attended and the networking he was able to obtain. Mayor Craig Tucker stated he learned of projects that should help the Town utilize and tap into funding as well as ways to improve and build local businesses and the community.  
Mayor Craig Tucker spoke of having met with Mayors and Managers of towns around the area to compare policies and procedures that would also help the town run better and more efficiently. Mayor Craig Tucker ended by saying the Jamesville community has some great and beautiful assets and he planned to do his best to help bring the best out.

### **B. Water/Wastewater Report - Samuel Lilley**

1. Mr. Samuel Lilley reported Staff replaced an aerator floater at the Wastewater Treatment Plant.  
At the main pumping station on Hwy 171, Staff noticed an increased amount of grease in the system. Mr. Samuel Lilley suggested reminding customers of the Town grease disposal policy. One manhole on Astoria Road had been hit (removed) and appeared to have been dumped on. Ammonia and PH levels were up signifying the possibility that someone may have dumped sewer in the manhole(s). After checking manholes last week, it appeared someone moved and replaced covers at other locations. Commissioner Larris Tolson inquired about using cameras where possible. Commissioner Kimberly Cockrell suggested asking for permission from property owners to place cameras on areas near manholes.  
In regards to the RPZ backflow preventer repair at the Wastewater Treatment Plant, Mr. Samuel Lilley commented he continued to follow up with Mr. Danny Trout, of Advance Plumbing of LaGrange, Inc. about getting the project completed.  
Staff notified the State and Ms. Nicole Moore about jetting out the sewer line on Fleming Circle in response to her concern.  
Mr. Samuel Lilley had requested a quote on drying bed sand for the WWTP, which the Board would be considering later on the agenda.  
Mr. John Hamling of Garrison Enterprise, Inc., Garner, N.C. offered a quote for a potential solution to the valve cutoff situation on Hardison Drive. Mr. Samuel Lilley explained two

contractors proposed doing the work together to complete the project – Garrison and Cox-Edwards Company. The Board advised Staff to consult the Town engineers.

**C. Public Works Report- Robert Cockrell**

1. Mr. Robert Cockrell reported Staff had cleaned Well # 2.  
The chipper broke. Staff ordered the part and fixed the chipper, which was now working. Mr. Robert Cockrell commented oil was leaking from the Ford 4000. He welded the exhaust where it was leaking and so far, it appeared to have worked.  
After working on the Ford 3000, Mr. Robert Cockrell determined it needed a new starter. Mr. Robert Cockrell asked to Board to consider purchasing a starter when doing the budget. Staff had cleared a six-foot section of the right-of-way on Hwy 64, starting at the EMS section.  
On March 4, 2022, the backhoe arm broke. The Board would discuss this item later on the agenda.  
Mr. Robert Cockrell stated the radiator for the F350 was ready for installation. However, Staff needed a special tool made by Ford to replace. Staff ordered the tool. The estimated delivery date was tomorrow.

**D. Finance Officer - Kimberly Cockrell**

1. Financial Statements  
Finance Officer Kimberly Cockrell presented the Financial Reports for February 2022.
2. Budget Amendment(s)  
Commissioner Willis Williams made the motion to approved GF Budget Amendment #8 and W/S Budget Amendment #5, as presented below. Commissioner Larris Tolson seconded. Motion unanimously passed. 5 Ayes - 0 Nays.

**Budget Amendments FY 2021-2022**

**GF BUDGET AMENDMENT #8 – 3/14/2022**

	<u>CREDIT</u>	<u>DEBIT</u>
1039300 Appropriated Fund Balance	\$600.00	
1040125 Materials and Supplies		\$600.00
	\$600.00	\$600.00

\*\*\* Amendment is for tools purchased – tampered, air compressor, impact drive, vise, etc.

**W/S BUDGET AMENDMENT #5 – 3/14/2022**

	<u>CREDIT</u>	<u>DEBIT</u>
3039300 Fund Balance Appropriated	\$3,900.00	
3071823 Supplies/Materials (S)		\$1,000.00
3071848 Repairs & Maintenance (S)		\$2,900.00
3071427 Meter Boxes and Lids	\$900.00	
3071448 Repairs & Maintenance		\$900.00
	\$4,800.00	\$4,800.00

\*\*\* Amendment is needed for additional repairs that have been performed for the water and sewer facilities.

3. Employee Comp-Time Payout 7/1/21-12/31/21

Commissioner Larris Tolson made the motion to approve the payout of employee comp-time for 7/1/21 – 12/31/21. Commissioner Willis Williams seconded. Motion unanimously passed. 5 Ayes - 0 Nays.

Commissioner Rachel Craddock encouraged employees to avoid comp-time as much as possible. Adding, if it was necessary, then it was fine. If it was something that can wait, then it should.

4. Town License Plate Tags

Town Clerk/Finance Officer Kimberly Cockrell requested approval to reorder Town license plate tags. The Board took discussion. Town Clerk/Finance Officer Kimberly Cockrell commented she thought many were purchasing the license tags for souvenirs or gifts because some have bought large quantities. Commissioner Willis Williams made the motion to approve the order. Commissioner Larris Tolson seconded. Motion unanimously passed. 5 Ayes - 0 Nays.

**E. Mid-East**

1. Commissioner Rachel Craddock reported during the Mid-East Commission Board February Regular monthly meeting, the Board discussed the new ARPA funds program resources. The next monthly meeting was Thursday, March 17, 2022 at 10 a.m. Commissioner Rachel Craddock stated the Mid-East Commission 55<sup>th</sup> Annual meeting was scheduled for April 21, 2022 at a cost of \$25.00 per person.

**F. Planning Board**

1. None

**VII. Old Business**

**A. Water/Sewer Ordinance Enforcement**

1. Town Clerk/Finance Officer Kimberly Cockrell provided the monthly customer cut-off report for consideration by the Board, in accordance to Water/Sewer Ordinance #81-Enforcement section. Commissioner Willis Williams made the motion to approve the disconnections list as presented. Commissioner Mary Allen seconded. Motion unanimously passed. 5 Ayes - 0 Nays.

**B. Zoning Ordinance with Proposed Text and Map Amendments**

1. The Board would address this agenda item under New Business items VIII: L, M, & N.

**C. GovDeals - Equipment**

1. Town Clerk/Finance Officer Kimberly Cockrell reported receiving a check from GovDeals for \$5,470.00 for the sale of the sewer rodder (\$160.00), backhoe (\$5,200.00) and the JD mower (\$110.00). The trencher also sold online for \$630.00 but the buyer had not picked it up. GovDeals policy would not allow the release of the funds until the buyer had possession of the merchandise.

**D. Update FY 20-21 Audit**

1. Town Clerk/Finance Officer Kimberly Cockrell stated she sent the contract between the Town of Jamesville and Ms. Rebekah Barr CPA, PC of Wilson, NC to audit the Town of Jamesville for FY 20-21 to the Local Government Commission (LGC). The LGC approved the contract. The Barr agency had picked up all documents. As stated in the contract, the intended audit completion date was April 30, 2022.

#### **E. NCLM Ethics Course**

1. Town Clerk/Finance Officer Kimberly Cockrell presented the Board with further information concerning the NCLM ethics course that the Board discussed at the February 14th, 2022 Regular Board meeting. The course given “on demand only” would cost \$60 per person. Town Clerk/Finance Officer Kimberly Cockrell would setup registration for board members, to watch at their convenience. Mayor Craig Tucker had already taken the course during the Mayors’ Conference in Lexington, NC. Commissioner Larris Tolson attended the course during a session at his church.

#### **F. W/S Ordinance #81 – Proposed Changes**

1. Town Clerk/Finance Officer Kimberly Cockrell mentioned she had adjusted the wording for the approved change from the way it was worded in the motion at the February 14, 2022 Regular Board Meeting. The wording did not change the intent of the Board. The proposed text for *An Ordinance Regulating Water and Sewer Service for the Town of Jamesville page 4 Adjustments-Complaints A (entered into these minutes by reference)* read as following:  
“If the leak was outside and didn’t go into the sewer system: it has to be verified by a town employee that the leak was outside, Approved by the Town Board, then the water and sewer will be adjusted per current adjustment policy.” Adding, the ordinance already stated one adjustment in a 12-month period. The Board took discussion.  
Commissioner Kimberly Cockrell was concerned that even if the leak were inside, someone would damage something outside to make it appear it had happened outside. Commissioner Willis Williams restated his rationale regarding future funding applications and the potential loss in revenue should this be the start of different scenarios for adjustments, as his reason for opposing the change.  
Commissioner Larris Tolson made the motion to accept the Water & Sewer Ordinance #81 as rewritten. Commissioner Rachel Craddock seconded. Motion unanimously passed. 5 Ayes - 0 Nays.

### **VIII. New Business**

#### **A. Mid-East Commission – Planning/Zoning Administration Service Contract**

1. Commissioner Willis Williams made the motion to accept the Mid-East Commission contract “*Planning & Zoning Administration Services Contract July 1, 2021 – June 30, 2022*” (entered into these minutes by title reference). Commissioner Larris Tolson seconded. Motion unanimously passed. 5 Ayes - 0 Nays.

#### **B. Resolution Authorizing Filing Applications for WTP, WWTP & Sewer Rehab/Designate Official Signer**

1. Town Clerk/Finance Officer Kimberly Cockrell commented during each new funding round of applications for the Water Treatment Plant, Wastewater Treatment Plant and/or Sewer Rehabilitation, the Board must approve a resolution authorizing the submittal of the application (s) and designation of an official signer. Municipal Engineering, Inc. would be submitting the applications on behalf of the Town of Jamesville, upon approval by the Board.  
Commissioner Larris Tolson made the motion to approve the Resolution Authorizing Filing Applications for WTP, WWTP & Sewer Rehab and designating Commissioner Rachel Craddock as the official signer (shown below). Commissioner Mary Allen seconded. Motion unanimously passed. 5 Ayes - 0 Nays.

## RESOLUTION BY GOVERNING BODY OF APPLICANT

WHEREAS, The Federal Clean Water Act Amendments of 1987 and the North Carolina 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 construction and studies of WASTEWATER TREATMENT WORKS, WASTEWATER COLLECTION SYSTEMS, AND DRINKING WATER TREATMENT WORKS, and

WHEREAS, The TOWN OF JAMESVILLE has need for and intends to construct WASTEWATER TREATMENT PLANT UPGRADE, WATER TREATMENT PLANT REPLACEMENT, SEWER SYSTEM REHABILITATION, and

WHEREAS, The TOWN OF JAMESVILLE intends to request State loan and/or grant assistance for the projects,

### 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 projects, if approved for a State loan and/or grant award.

That the **Applicant** will adopt and place into effect on or before completion of the projects a schedule of fees and charges and other available funds which will provide adequate funds for proper operation, maintenance, and administration of the systems 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 projects on completion of construction thereof.

That Rachel Craddock, Commissioner, the **Authorized Official**, and successors so titled, is hereby authorized to execute and file applications on behalf of the **Applicant** with the State of North Carolina for a loan and/or grant to aid in the study of or 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 applications or the project: to make the assurances as contained above; and to execute such other documents as may be required in connection with the applications.

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 14<sup>th</sup> of March, 2022 at Jamesville, North Carolina.

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(Signature of Chief Executive Officer)

Mayor

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**C. Quote – Sand for WWTP – Southern Products & Silca Co.**

1. Mr. Samuel Lilley asked the Board to approve a quote from Southern Products, Hoffman, NC for wastewater filter sand totaling \$1,875.00. Commissioner Larris Tolson made the motion to purchase sand needed for the Wastewater Treatment Plant. Commissioner Willis Williams seconded. Motion unanimously passed. 5 Ayes - 0 Nays.

**D. Quotes – Water & Sewer Line Repairs – Hardison Drive and Washington Street**

1. During the July 12, 2021 Regular Board meeting, the Board approved \$30,750.00 (a worse case scenario quote from Cox-Edwards Company) to repair the Hardison Drive sinkhole. Further investigation revealed there was not a water cutoff valve at the location. Under the current conditions, a contractor would have to shut down the whole Town to make the repair.

Staff talked with the RWA (Rural Water Association) about a solution. Finally, Mr. John Hamling of Garrison Enterprise, Inc. of Garner, N.C., referred by RWA, proposed inserting two 8” valves and line stop. Town Clerk/Finance Officer read from the quote, which stated insertion valves and line stops were not guaranteed to provide 100% shutdown. Insertion valve would provide a workable shutdown for pipeline maintenance. The quoted amount for installation was \$14,780.00, sales tax not included. Cox-Edwards Company would dig the holes for the two 8” insert valves on Hardison Drive at a cost of \$2,550.00 each. The Town of Jamesville would provide 10 tons of #57 stone.

Cox Edwards Company also provided a quote to repair two locations near Main Street at a cost of \$6,000.00 each. The Town of Jamesville would provide 20 tons of #57 stone.

Commissioner Larris Tolson made the motion to start on the repairs under the consultation of the Town engineers. Commissioner Rachel Craddock seconded. Motion unanimously passed. 5 Ayes - 0 Nays.

**E. Resolution Approving 2021 Local Water Supply Plan**

1. Town Clerk/Finance Officer Kimberly Cockrell explained that statutorily each unit of local government that provides public water service must prepare and submit a Local Water Supply Plan as deemed by said statute. The Town had submitted the plan. The next step was for the governing board to pass a resolution approving the water supply plan. Commissioner Willis Williams made the motion to approve the Resolution Approving the 2021 Local Water Supply Plan. Commissioner Kimberly Cockrell seconded. Motion unanimously passed. 5 Ayes - 0 Nays.

**TOWN OF JAMESVILLE  
RESOLUTION FOR APPROVING LOCAL WATER SUPPLY PLAN**

WHEREAS, North Carolina General Statute 143-355 (1) requires that each unit of local government that provides public water service or that plans to provide public water service and each large community water system shall, either individually or together with other units of local government and large community water systems, prepare and submit a Local Water Supply Plan; and

WHEREAS, as required by the statute and in the interests of sound local planning, a Local Water Supply Plan for the Town of Jamesville, has been developed and submitted to the Jamesville Town Board of Commissioners for approval; and

WHEREAS, the Jamesville Town Board of Commissioners finds that the Local Water Supply Plan is in accordance with the provisions of North Carolina General Statute 143-355 (1) and that it will provide appropriate guidance for the future management of water supplies for the Town of Jamesville, as well as useful information to the Department of Environmental Quality for the development of a state water supply plan as required by statute;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Town of Jamesville that the Local Water Supply Plan entitled, Local Water Supply Plan dated 2020, is hereby approved and shall be submitted to the Department of Environmental Quality, Division of Water Resources; and

BE IT FURTHER RESOLVED that the Jamesville Board of Commissioners intends that this plan shall be revised to reflect changes in relevant data and projections at least once every five years or as otherwise requested by the Department, in accordance with the statute and sound planning practice.

This the 14<sup>th</sup> day of March 14, 2022.

Name: CRAIG TUCKER

Title: MAYOR

Signature: \_\_\_\_\_

ATTEST:

(SEAL)

\_\_\_\_\_  
Kimberly Cockrell, Town Clerk

#### **F. Backhoe Repair**

1. As mentioned in the Public Works Reports, while Staff was using the Kubota L47 backhoe, the 3- point draft arm dropped and bent/broke. Linder Turf and Tractor, Greenville, NC picked up the Kubota L47 backhoe and part, which was still under manufactured warranty. The total cost to repair was \$4,434.89.

Town Clerk/Finance Officer Kimberly Cockrell explained for the warranty to cover an issue, the owner must be able to show a particular part failed. There was a question as to whether enough information was available surrounding the incident to qualify under the warranty.

Town Clerk/Finance Officer Kimberly Cockrell commented on communicating with Ms. Teresa Harrison of the Boyd Agency, the Town of Jamesville insurance agent about the matter. After talking to the underwriter with the company, Ms. Teresa Harrison stated the company suggested filing the claim and letting them investigate the loss.

Commissioner Larris Tolson made the motion to submit the claim and to turn the matter regarding the backhoe repair/payment over to the insurance company for investigation. Commissioner Willis Williams seconded. Motion unanimously passed. 5 Ayes - 0 Nays.

#### **G. NCDEQ Viability Study Meeting – March 31<sup>st</sup> @ 6:00 p.m. – Telecenter, Williamston, NC**

1. Ms. Susan Kubacki, of the Department of Environmental Quality-Division of Water Infrastructure/Viable Utilities Unit and her staff had planned an earlier Viability Study Meeting in Martin County on the AIA (Assessment Inventory and Assessment) funds. Due to COVID-19 concerns, organizers canceled the meeting. Ms. Susan Kubacki was now asking to reschedule the meeting for March 31<sup>st</sup>, 2022 at 6 p.m. at NC Telecenter in Williamston, NC.

#### **H. RMS Spring Tour – Lunch & Learn – March 30<sup>th</sup> 10 a.m.-1 p.m. – Hitch N’ Post**

1. The notice received by the Town stated the N.C. League of Municipalities Risk Management Services would be traveling across North Carolina to help member cities and towns plan for the upcoming insurance renewal season, with a focus on the Health Benefits

Trust, Workers' Compensation Trust and the Property and Casualty Trust, as well as value-added risk management topics. One of the NCLM Risk Management Services – Lunch & Learn six locations across the state was to be held at the Hitch N' Post, Williamston, N.C. on March 30<sup>th</sup>, 2022 starting at 10 a.m. The cost of register was \$10.00, which included the cost of lunch.

**I. Proclamation Recognizing April 2022 as Month of Young Child & April 2<sup>nd</sup>-8<sup>th</sup> Week of the Young Child**

1. On behalf of the agency, Ms. Summer Soucek, a Community Outreach Intern at the Martin-Pitt Partnership for Children was asking the Town of Jamesville Commissioners to approve and sign a proclamation to commemorate April 2022 as Month of the Young Child and April 2-8 as the Week of the Young child. Commissioner Rachel Craddock made the motion to approve the resolution, as presented below. Commissioner Willis Williams seconded. Motion unanimously passed. 5 Ayes - 0 Nays.

*Town of Jamesville  
Proclamation*

**WHEREAS**, the Martin-Pitt Partnership for Children, in conjunction with the North Carolina Association for the Education of Young Children (NCAEYC) and National Association for the Education of Young Children (NAEYC), are celebrating the Week of the Young Child, April 2-8, 2022; and

**WHEREAS**, these organizations are working to promote and inspire high quality early childhood experiences for our city's youngest citizens, that can provide a foundation of learning and success for children in the Town of Jamesville and

**WHEREAS**, teachers and others who work with or on behalf of young children birth through five, who make a difference in the lives of young children in the Town of Jamesville deserve thanks and recognition; and

**WHEREAS**, public policies that support early learning for all young children are crucial to young children's futures and to the prosperity of our society; and

**WHEREAS**, all young children and their families across the country and in the Town of Jamesville deserve access to high-quality early education and care; and

**WHEREAS**, in recognizing and supporting the people, programs, and policies that are committed to high-quality early childhood education as the right choice for children;

**NOW THEREFORE**, I, Craig A. Tucker, Mayor of Jamesville, North Carolina do hereby proclaim April 2022 as

**MONTH OF THE YOUNG CHILD**

And April 2-8, 2022

## WEEK OF THE YOUNG CHILD

In Jamesville, North Carolina and commend observance to all citizens.

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Craig A. Tucker, Mayor

### **J. Newspaper Advertisement for Cemetery – Removal of Christmas Flowers**

1. Town Clerk/Finance Officer Kimberly Cockrell requested approval to place a newspaper advertisement for the annual removal of Christmas flowers from the cemetery. Commissioner Larris Tolson made the motion to approve the ad. Commissioner Rachel Craddock seconded. Motion unanimously passed. 5 Ayes - 0 Nays.

### **K. Annual Business & Industry Dinner – March 24<sup>th</sup> 6 p.m. – Bob Martin AG Center**

1. Martin County Chamber of Commerce in conjunction with Martin County Economic Development sent an invitation to the Board regarding the Annual Business & Industry Dinner/Spring Fling scheduled for March 24<sup>th</sup>, 2022 at the Senator Bob Martin Eastern Agricultural Center.

### **L. Ordinance No. 101121-An Ordinance Amending & Supplementing the Zoning Ordinance of the Town of Jamesville**

1. During the October 11, 2021 Regular Board Meeting, Staff provided and the Board voted to accept the Zoning Ordinance 160D Updates/Amendments, as presented. NC General Statutes say the governing board must adopt a resolution/ordinance as well. Commissioner Larris Tolson made the motion to adopt Ordinance No. 101121 - An Ordinance Amending & Supplementing the Zoning Ordinance of the Town of Jamesville (*Exhibit A entered into these minutes by reference due to size of document*). Commissioner Willis Williams seconded. Motion unanimously passed. 5 Ayes - 0 Nays.

### **Ordinance No. 101121**

### **AN ORDINANCE AMENDING AND SUPPLEMENTING THE ZONING ORDINANCE OF THE TOWN OF JAMESVILLE, MARTIN COUNTY, NORTH CAROLINA, ADOPTED MARCH 14, 2022, REGARDING MULTIPLE ARTICLES**

**BE IT ORDAINED** by the Mayor and Board of Commissioners of the Town of Jamesville, Martin County, North Carolina, that multiple articles be and hereby are amended as follows:

**See Exhibit A**

**BE IT FURTHER ORDAINED** if any section, subsection, sentence, clause, phrase, or portion of this Ordinance is for any reason held invalid or unconstitutional by a court of competent jurisdiction such portion shall be deemed a separate, distinct, and independent provision and such holding shall not affect the validity of the remaining provisions hereof; and

**BE IT FURTHER ORDAINED** that all ordinances or parts of ordinances inconsistent with the provisions of this Ordinance are to the extent of such inconsistency, hereby repealed.

**ADOPTED** this the 14<sup>th</sup> day of March, 2022.

\_\_\_\_\_  
Craig Tucker, Mayor

(Affix Seal)

ATTEST:

\_\_\_\_\_  
Kimberly Cockrell, Town Clerk / Finance Officer

**M. An Ordinance Amending & Supplementing the Official Zoning Map of the Town of Jamesville**

1. Commissioner Willis Williams made the motion to adopt An Ordinance Amending & Supplementing the Official Zoning Map of the Town of Jamesville. Commissioner Larris Tolson seconded. Motion unanimously passed. 5 Ayes - 0 Nays.

**Ordinance No. 0314221**

**AN ORDINANCE AMENDING AND SUPPLEMENTING  
THE OFFICIAL ZONING MAP OF THE TOWN OF JAMESVILLE,  
MARTIN COUNTY, NORTH CAROLINA,  
PURSUANT TO ARTICLE 2, SECTION 2.01 ENTITLED “OFFICIAL ZONING MAP”**

**WHEREAS**, Article 2, entitled “INTERPRETATION OF ZONING DISTRICTS AND PROVISION FOR ZONING MAP” of the Town of Jamesville Zoning Ordinance provides for the Official Zoning Map; and

**WHEREAS**, the Town of Jamesville has decided to amend portions of its Official Zoning Map, specifically, parcels referenced in Exhibit A, from Residential-Agricultural District or Core Town District to Residential-Agricultural District – Manufactured Homes or Core Town District – Manufactured Homes;

**BE IT ORDAINED** by the Mayor and Board of Commissioners of the Town of Jamesville, Martin County, North Carolina:

That pursuant to the afore referred Section and Article, they hereby amend the “Official Zoning Map of the Town of Jamesville, Martin County, North Carolina”, by rezoning the parcels referenced in Exhibit A from Residential-Agricultural District or Core Town District to Residential-Agricultural District – Manufactured Homes or Core Town District – Manufactured Homes;

**BE IT FURTHER ORDAINED** if any section, subsection, sentence, clause, phrase, or portion of this Ordinance is for any reason held invalid or unconstitutional by a court of competent jurisdiction such portion shall be deemed a separate, distinct, and independent provision and such holding shall not affect the validity of the remaining provisions hereof; and

**BE IT FURTHER ORDAINED** that all ordinances or parts of ordinances inconsistent with the provisions of this Ordinance are to the extent of such inconsistency, hereby repealed.

**ADOPTED** this the 14<sup>th</sup> day of March, 2022.

\_\_\_\_\_  
Craig Tucker, Mayor

(Affix Seal)

ATTEST:

\_\_\_\_\_  
Kimberly Cockrell, Town Clerk / Finance Officer

(Exhibit A Next Page)



**N. An Ordinance Amending & Supplementing the Zoning Ordinance of the Town of Jamesville**

1. Commissioner Mary Allen made the motion to adopt An Ordinance Amending & Supplementing the Zoning Ordinance of the Town of Jamesville (*Exhibit A entered into these minutes by reference due to size of documents*). Commissioner Willis Williams seconded. Motion unanimously passed. 5 Ayes - 0 Nays.

**Ordinance No. 031422**

**AN ORDINANCE AMENDING AND SUPPLEMENTING  
 THE ZONING ORDINANCE OF THE TOWN OF JAMESVILLE,  
 MARTIN COUNTY, NORTH CAROLINA,  
 ADOPTED MARCH 14, 2022, REGARDING MULTIPLE ARTICLES**

**BE IT ORDAINED** by the Mayor and Board of Commissioners of the Town of Jamesville, Martin County, North Carolina, that multiple articles be and hereby are amended as follows:

**See Exhibit A**

**BE IT FURTHER ORDAINED** if any section, subsection, sentence, clause, phrase, or portion of this Ordinance is for any reason held invalid or unconstitutional by a court of competent jurisdiction such portion shall be deemed a separate, distinct, and independent provision and such holding shall not affect the validity of the remaining provisions hereof; and

**BE IT FURTHER ORDAINED** that all ordinances or parts of ordinances inconsistent with the provisions of this Ordinance are to the extent of such inconsistency, hereby repealed.

**ADOPTED** this the 14<sup>th</sup> day of March, 2022.

\_\_\_\_\_  
Craig Tucker, Mayor

ATTEST:

(Affix Seal)

\_\_\_\_\_  
Kimberly Cockrell, Town Clerk / Finance Officer

**IX. Closed Session – N C G. S. §143-318.11(a) (6) Personnel**  
The Board did not hold a closed session.

**X. Board Comments**

1. Mayor Craig Tucker suggested setting up a workshop to review personnel policy. Commissioner Larris Tolson made the motion to schedule a Special Board meeting for March 24<sup>th</sup>, 2022 at 5 p.m. for personnel policy. Commissioner Willis Williams seconded. Motion unanimously passed. 5 Ayes – 0 Nays.

**XI. Adjourn**

Commissioner Mary Allen moved to adjourn at 8:34 p.m.

Respectfully submitted by:  
Kimberly Cockrell,  
Town Clerk/Finance Officer