

TOWN OF JAMESVILLE
MONTHLY BOARD MEETING 06/09/2025
MINUTES

The following is an account of the minutes taken at the Regular Monthly Board Meeting held between 7:00 p.m. & 9:00 p.m. on 06/09/2025 at the Jamesville Town Hall, 1211 Water Street, Jamesville, NC 27846. Virtual meeting attendance was provided for public access through Zoom meeting.

Attendees

- Craig Tucker – Mayor
- Willis Williams – Commissioner
- Rachel Craddock – Commissioner
- Mary Allen – Commissioner
- Kimberly Cockrell – Commissioner
- Preston Craddock – Commissioner

Minutes Recorder – Kimberly Cockrell, Town Clerk/Finance Officer

I. Call to Order

Mayor Craig Tucker called the meeting to order at 7:00 p.m. Commissioner Willis Williams offered the prayer. Staff present: Samuel Lilley, Crystal Hardison, as well as, Planning Board Chairperson Delsie Williams.

II. Adopt Agenda

Commissioner Mary Allen moved for adoption of the agenda with the two additions. The second was given by Commissioner Rachel Craddock. Vote was unanimous. 5 Ayes – 0 Nays.

- VII. New Business, H. LGERS Resolution – Death Benefit
- VII. New Business, I. Law Enforcement Services

III. Approval of Minutes

Commissioner Preston Craddock moved to approve the minutes as presented. A second was given by Commissioner Willis Williams. Vote was unanimous. 5 Ayes – 0 Nays.

- Regular Board Meeting – April 14, 2025

IV. Public Comment

Water Leak/Bill Adjustment Request – Frank Halsey. Mr. Halsey explained a leak occurred at his residence at 1035 St. Andrews Street. When the nighttime leak was discovered, the main water flow was shut off and a repair made the next day. The leak did cause a lot of standing water under the house. Town Clerk Kimberly Cockrell recommended that a 4,000-gallon adjustment be given for Account #116, a credit of \$34.08 towards the sewer rate charged. Commissioner Mary Allen moved for approval of the adjustment, with Commissioner Preston Craddock giving the second. The vote was unanimous. 5 Ayes – 0 Nays.

Lynn Wells – Town Cemetery Ordinance Cleanup Enforcement. Ms. Wells shared that her husband passed away over twelve years ago and is buried in the town cemetery, saying she and her two sons have sentimentally over the years placed solar lighting at the grave. The distress she described as having is that current ordinance enforcement does not permit free-standing solar lights. Another issue discussed by Wells is that she has tended the lawn care at her husband's grave, as well as the graves of other family members, when it appeared the town was not keeping

up with such maintenance. Indicating she understands not permitting loose rocks that could damage nearby headstones, Ms. Wells said she does not understand why solar lights cannot be permitted and does not want to take away her sons' memorial gesture of placing solar lights at their dad's grave site. She added that she would not complain if they were to become damaged by town staff doing lawn maintenance. Ms. Wells then stated that because she has purchased and owns the plot she should be able to put such sentiments as solar lights or a flag at the grave in addition to headstone flowers placed on top.

With several questions asked, Commissioner Rachel Craddock discussed with Ms. Wells that solar lights are permitted but that they need to be affixed to the headstone in such a way they do not interfere with maintenance around the base area. As to lawn maintenance, town staff oversees regular care of the cemetery grounds. Wells commented that she has often done the lawn care as a way of showing respect to the graves of her family members.

The Town of Jamesville posted public notice signs as well as doing advertisement for a year's timeframe in order to give persons a sufficient response period for gravesites to be brought into compliance. Any items removed will be documented so that questions or concerns can be addressed when necessary.

With saying she empathizes about families placing sentiments, Commissioner Rachel Craddock stressed that the town's actions to enforce ordinance regulations regarding what is and is not permitted is applying the rules to everyone and the process may take several weeks to document and remove items at plots not in compliance. Commissioner Kimberly Cockrell described that there are solar lights which can be affixed to the headstone, with Wells responding she does not want to attach lights to the headstone because of the artwork and how the free-standing solar lights add a nice glow at nighttime. Commissioner Cockrell noted solar lights can also be mounted to the saddle of headstone flowers.

Mayor Craig Tucker pointed out that the town bears responsibility when lawn care issues damage headstones or lawn care equipment. It has become more and more difficult for town staff to do maintenance around gravesites when loose or free-standing items make trim work particularly problematic, which may give the appearance of poor care. Wells said that she has been doing the weed-eating and killing fire ants around her family's graves for years, long before the current enforcement notice, because it was not being done. Wells then restated she would not complain to the town if her solar lights were to be damaged because they are economical and easily replaced. The mayor then explained that the town is responsible for the cemetery's perpetual care, understanding how people want to place sentiments at a loved one's grave, but reiterated the difficulty of working around such items. When Wells commented that solar lights have never seemed to be an issue before this current enforcement action, Mayor Craig Tucker clarified that it is not that solar lights or other loose items have just now become an issue - it is that the town has not been enforcing its cemetery regulations until now due to the growing problem of loose items around headstones and other problems such as the planting of trees on gravesites. He acknowledged the town board has anticipated that there would be some people upset over the cemetery ordinance enforcement, which is part of the reason for an extended public notice timeframe. However, at some point, a line has to be drawn on what will or will not be allowed per ordinance.

Ms. Wells requested the board to consider allowing solar lights, noting that current ordinance language does not specifically address their use, and she suggested that persons placing solar lights at gravesites sign a waiver with the town that the town will not be held responsible for any damage caused to the lights. When Commissioner Kimberly Cockrell recapped that free-standing solar lights, including those items as detailed in the ordinance, cause maintenance work to be difficult, Ms. Wells said the town does not have to do the lawn care at her family's gravesites, that she would be glad to do the trim work and the town just mow. Commissioner Cockrell responded that whatever the town might do for one site has to be made available for all sites, and Wells retorted

that people could be asked to sign waivers. With reiterating she understands sentimental expression for family members, Commissioner Rachel Craddock stressed that if the town were to make exceptions, it defeats the purpose of the town board trying to resolve overall lawn care issues and hazards.

Commissioner Willis Williams and Mayor Craig Tucker both stated that the board needs to discuss this matter and respond at a later time, taking into consideration what has been addressed and if ordinance language needs to be amended or clarified. Ms. Wells summarized she is requesting that solar lights be permitted and that she is aware how lawn care by town staff may at times damage them, adding she will never complain to the town if a light gets broken. Commissioner Mary Allen offered that everyone may not be as amenable, to which Wells suggested that ordinance language could waive the town of any responsibility to damaged sentiments.

Benny Snell - Town Cemetery Ordinance Cleanup Enforcement. Mr. Snell stated he rode through the cemetery prior to this meeting and observed flowers planted at some gravesites. Mayor Craig Tucker noted those situations will be removed. Snell recalled years ago dealing with the town when his father's headstone was broken, that the town did repair the damage. Snell then indicated he also places flowers and solar lights at his father's grave and will continue to do so no matter what town ordinances say.

Elton and April Thomas – Broken House Window/New Street. Mr. Thomas stated that a double-pane window on his home became broken when a rock was thrown by his lawnmower. Thomas deduced that the rock came from nearby road repair done by town staff, that passing traffic threw the rock from the roadway onto his property. Pictures of the damage were presented with the request that the town pay for the window repair. Commissioner Kimberly Cockrell inquired if a claim should be filed on homeowner's insurance, with Thomas saying his deductible was high. Commissioner Rachel Craddock offered that the board will discuss the matter and respond at a later date, requesting that Thomas seek an estimate for the repair.

Time was approximately 7:44 p.m. when Public Comment concluded.

V. Reports

A. Mayor.

1. Mayors' Quarterly Meeting – Rescheduled to June 25, 2025 at 6:00 p.m. Mayor Craig Tucker indicated that it is the Town of Jamesville's time to host the quarterly mayors' meeting. This date was rescheduled due to Martin County holding a special meeting which area mayors and commissioners desired to attend.

B. Water/Wastewater Report – Samuel Lilley. Lilley reported that many tasks since last report have focused on the new water plant and feeder lines. SCADA went down and work had to be done manually, which prepared staff to know what to do in future similar situations. Enviro-Tech inspected the eye-wash station and found it to not be working properly, with the repair performed.

Lead and copper tests were completed in accordance to the June 30, 2025 deadline and feedback indicates everything is in compliance.

Lilley then informed the board of a situation where someone built a structure over the town's water meter box, which was done by the resident to delineate a property line due to a conflict with a neighbor. NCDOT was contacted and the owner was required to remove the problem, with town staff checking the water meter for any damage.

C. Public Works Report – None.

D. Finance Officer - Kimberly Cockrell

1. **Financial Statements – May 2025.** Finance Officer Kimberly Cockrell presented and reviewed with board members the May 2025 reports for all town funds. Commissioner Rachel Craddock noted that fuel costs related to diesel fuel was down from last month.

2. **Budget Amendments.** Budget amendments will be made at the end of this month to conclude the fiscal year.

3. **FY 25-26 Budget Message.** FO Kimberly Cockrell presented to the board the town's budget message for the upcoming fiscal year. An estimated assessed tax valuation for real property is at \$23,520,908, with an estimated collection rate of 89.94% [same as last year's audited figure]. The estimated assessed tax valuation for motor vehicle taxes is \$4,096,776, with a collection rate of 99%. FO Kimberly Cockrell reviewed details of the budget message with the board, covering expenses and departmental highlights. Commissioner Preston Craddock moved to approve the FY 25-26 Budget Message. Commissioner Rachel Craddock gave the second. Upon call for the vote, the motion carried unanimously. 5 Ayes – 0 Nays.

TOWN OF JAMESVILLE
1211 WATER STREET
P.O. BOX 215
JAMESVILLE, NORTH CAROLINA 27846
Phone: (252)792-5006
Fax: (252)799-4313

Finance Officer's Budget Message
Fiscal Year 2025-2026 – June 9, 2025

June 9, 2025

Mayor Craig Tucker
Board of Commissioners
Town of Jamesville
1211 Water Street
Jamesville, NC 27846

The Honorable Mayor Tucker, Town Board Members and Citizens of Jamesville:

This budget was prepared under the general direction of the Town Board in response to the goals established during budget workshops and in direct response to the needs of our community. The FY 2025-2026 budget continues the current level of services provided for the citizens of Jamesville. This budget is balanced by a sixty-five cents (\$0.65) tax rate per hundred-dollar valuation. Martin County, including the Town of Jamesville, went through property revaluation effective January 1, 2025. The revenue-neutral property tax rate to produce equivalent levy is fifty-six cents (\$.56) per one hundred dollars (\$100) valuation of property.

The estimated assessed tax valuation for the Town of Jamesville as of January 1, 2025 is \$23,520,908 and an estimated collection rate of 89.94% was used for real and personal taxes. The estimated assessed tax valuation for the Town of Jamesville as of January 1, 2025 is \$4,096,776 and an estimated collection rate of 99% was used for motor vehicle taxes.

This budget includes:

- Salary increases of 3% COLA for full and part time employees.
- All Jamesville elected officials will receive \$125 per town meeting attended.
- Powell Bill – Map updated by Engineer.
- Property/Liability Insurance increased by 11.25%.
- Operation expenses to continue services to citizens at the current levels.
- Selected adjustments to cover inflation and contractual increases along all line items.
- Water & Sewer rate increase of 15% for FY 2025-2026.
- Sewer line replacement on Fleming Circle.

Summary of the 2025-2026 Budget

Budget Overview

After careful consideration the following budget recommendations represents Board goals, departmental input and community needs within the existing tax rate of \$0.65 per \$100 valuation. The total recommended budget is **\$557,935.00**.

Departmental Budget	FY 2025-2026
Cemetery	\$2,000.00
General Government	\$376,949.00
Public Safety/Police	\$12,000.00
Sanitation	\$70,600.00
Transportation	\$38,400.00
Water & Sewer	\$320,150.00
TOTAL	\$820,099.00

The budget recommendation includes a 3% COLA salary increases for full and part time employees.

Departmental Highlights

Cemetery: The proposed budget for Cemetery is **\$2,000**.

General Government: The proposed budget for General Government is **\$376,949**.

Public Safety/Police: The proposed budget for Public Safety/Police is **\$12,000**.

Sanitation: The proposed budget for Sanitation is **\$70,600**.

Transportation: The proposed budget for Transportation is **\$19,900**. This includes recommendations appropriated for patch and pave street repairs from Powell Bill Funds. Also included is street lighting in the amount of **\$18,500**.

Water & Sewer: The proposed budget for Water and Sewer is **\$320,150**. This recommendation is based on a 15% rate increase for the fiscal year.

If you have any questions regarding the budget, please let me know and we will work to answer or make corrections. It was staff's goal to present a budget that was balanced and could be adopted to guide the town during the next fiscal year. The budget presented is a balanced departmental budget.

Respectfully submitted,

Kimberly Cockrell
Town Clerk/Finance Officer
Town of Jamesville, NC

4. **FY 25-26 Budget Ordinance - Proposed.** FO Kimberly Cockrell provided the board with a proposal for the FY 25-26 budget. A tax rate of \$0.65 per one hundred dollars valuation of property has been recommended for the Town of Jamesville. Commissioner Preston Craddock moved to accept the FY 25-26 Budget Ordinance as proposed. Commissioner Willis Williams gave the second. Vote was unanimous. 5 Ayes – 0 Nays.

TOWN OF JAMESVILLE
1211 WATER STREET
P.O. BOX 215
JAMESVILLE, NORTH CAROLINA 27846
Phone: (252)792-5006
Fax: (252)799-4313

BUDGET ORDINANCE
FY 2025-2026

BE IT ORDAINED BY the Board of Commissioners of Jamesville, North Carolina, pursuant to General Statute 159-181(c), meeting this 9th day of June, 2025 that the following be the budget for FY 2025-2026:

The Finance Officer is hereby authorized to execute the necessary agreements within funds included in the Budget Ordinance for the following purposes: (1) Leases or normal and routine business equipment; (2) Professional or maintenance service agreements; (3) Purchase of apparatus, supplies, materials or equipment; (4) Agreements for acceptance of State, Federal, public, and non-profit organization grant funds and funds from other governmental units for services to be rendered; Liability, health, life, disability, casualty, property or other insurance or retention and faithful performance bonds. Other appropriate Town officials are also authorized to execute or approve such insurance and bond undertakings as provided by law.

Section 1: The following amounts are hereby appropriated in the General Fund for the operation of the town government and its activities for the fiscal year beginning July 1, 2025 and ending June 30, 2026 in accordance with the chart of accounts heretofore established for this Town:

General Fund

REVENUES:

Ad Valorem Taxes	\$144,000.00
Tax Penalties & Interest	\$2,600.00
Vehicle Taxes	\$26,300.00
Interest	\$5,000.00
Cemetery	\$2,000.00
Copies & Fax Collections	\$200.00
Cemetery Lot Sales	\$3,400.00
Sale of Assets	\$16,000.00
Zoning	\$200.00
Appropriated Fund Balance	\$4,400.00
Privilege License	\$60.00
Powell Bill	\$20,500.00
Recreation	\$5,285.00

StRAP Grant Revenue	\$166,684.00
Payment in Lieu of Taxes	\$2,000.00
Beer & Wine Tax	\$1,900.00
ABC Revenue	\$300.00
Local Option Sales Tax	\$75,000.00
Sales Tax Refund	\$600.00
Franchise Taxes	\$23,200.00
Solid Waste Disposal	\$320.00
TOTAL GENERAL FUND REVENUES	\$499,949.00

EXPENSES

Cemetery	\$2,000.00
General Government	\$376,949.00
Public Safety / Police	\$12,000.00
Sanitation	\$70,600.00
Transportation	\$38,400.00
TOTAL GENERAL FUND EXPENSES	\$499,949.00

There is hereby levied a tax at the rate of sixty-five cents (\$0.65) per one hundred dollars (\$100) valuation of property as listed for taxes as of January 1, 2025, for the purpose of raising the revenue listed as "Ad Valorem Tax" and "Vehicle Tax" in the General Fund in the revenue section of this ordinance. Martin County, including the Town of Jamesville, went through property revaluation effective January 1, 2025. The revenue-neutral property tax rate to produce equivalent levy is fifty-six cents (\$.56) per one hundred dollars (\$100) valuation of property.

This rate is based on a total estimated tax valuation of real property for the purposes of taxation of \$23,520,908 and an estimated collection rate of 89.94%.

This rate is based on a total estimated tax valuation of motor vehicle for the purposes of taxation of \$4,096,776 and an estimated collection rate of 99%.

Section 2: The following amounts are hereby appropriated in the Water & Sewer Fund for the operation of the Town's water and sewer utility for the fiscal year beginning July 1, 2025 and ending June 30, 2026 in accordance with the chart of accounts heretofore established for this Town:

Water & Sewer Fund

REVENUES:

Water & Sewer Charges	\$310,500.00
Interest	\$5,000.00
Water Taps	\$450.00
Sales Tax Refund	\$1,500.00
Fund Balance Appropriated	\$2,700.00
TOTAL REVENUES	\$320,150.00

EXPENDITURES:

USDA Debt	
Service/Contingency Fund	\$4,616.00
Insurance	\$27,000.00
Office Expense	\$11,000.00
Permits and Fees	\$5,850.00
Professional Fees	\$9,600.00
Salaries and Benefits	\$147,464.00
Sludge Removal	\$900.00
Supplies, materials & repairs	\$76,920.00
Utilities	\$26,800.00
Water & Sewer Analysis	\$10,000.00
TOTAL EXPENDITURES	<u>\$320,150.00</u>

Section 3: There is hereby established, for the Fiscal Year 2025-2026, Salary increases consist of a 3% COLA for full and part time employees. The increases shall be available beginning with the first payroll on July 3, 2025.

Copies of this Budget Ordinance shall be furnished to the Governing Board and to the Finance Officer to be kept on file by them for their direction in the disbursement of funds.

Adopted this 23rd day of June, 2025.

Craig Tucker - Mayor

Kimberly Cockrell – Town Clerk/Finance Officer

5. **Write-Off 2014 Taxes.** FO Kimberly Cockrell explained that after ten years, a tax year's tax receivable is written off due to non-collection. The amounts are still owed but are being reflected as uncollected for bookkeeping purposes. For 2014, the amounts total:

Real/Personal Property Tax	\$831.25
Motor Vehicle Tax	<u>\$ 37.84</u>
Total 2014 Tax Write-Off	\$869.09

Commissioner Preston Craddock moved to approve as presented, with the second by Commissioner Rachel Craddock. Vote was unanimous. 5 Ayes – 0 Nays.

E. Mid-East Commission. Commissioner Rachel Craddock indicated that the recent meeting was not a good meeting as it was discussed that many programs have been cut. College students have been recruited for apprenticeships. A balanced budget has been worked through for the upcoming fiscal year. An upcoming free finance municipal training seminar will be attended by town staff via webinar.

F. Planning Board. Chairperson Delsie Williams indicated there is no information or update to bring before the board.

G. Water/Sewer Grant Projects

1. WTP Project Updates.

a. Curt's Lock Service – Re-Keyed Locks for WTP. FO Kimberly Cockrell presented a quote of \$383.00 for rekeying the new water treatment plant and well buildings to be operational by the same key instead of all being different. Reimbursement will be requested from grant project funds, if covered. Commissioner Preston Craddock moved for approval. Commissioner Willis Williams seconded. Vote was unanimous. 5 Ayes – 0 Nays.

2. Sewer Rehab.

a. Sanitary Sewer Capital Project Ordinance. Commissioner Preston Craddock moved to approve the Sanitary Sewer Capital Project Ordinance with a second by Commissioner Willis Williams. Vote was unanimous. 5 Ayes – 0 Nays.

CAPITAL PROJECT ORDINANCE

Jamesville, NC Sanitary Sewer Rehabilitation

BE IT ORDAINED by the Town of Jamesville, Board of Commissioners, that pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project ordinance is hereby adopted:

Section 1: The Project authorized is the **Jamesville Sanitary Sewer Rehabilitation**, to be funded by NCDEQ-Division of Water Infrastructure SRP-Grant and American Recovery Plan Act (ARPA) funds.

Section 2: The officers of this unit are hereby directed to proceed with the capital project within the terms of the budget contained herein. This is a project-length budget wherein the Capital Project Fund will remain operational for the term of this Project.

Section 3: The following expenditure amounts are appropriated for the Project:

Enviro-Tech Unlimited Construction Services, LLC	\$2,765,220.00 (Negotiated)
Planning & Design	\$ 208,500.00
Construction Admin/Observation	\$ 232,500.00
Contingency	<u>\$ 138,445.00</u>
Total Project Costs	\$3,344,665.00

Section 4: The following financing source is anticipated to be available to complete this Project:

NCDEQ-DWI APRA (SRP-W-ARP-0238)	<u>\$3,344,665.00</u>
Total	\$3,344,665.00

Section 5: The Finance Officer is hereby directed to maintain within the Capital Project Fund sufficient detailed accounting records to satisfy the requirements of the funding agency, the funding agreements, and the federal regulations. The terms of the bond resolution also shall be met.


Section 6: Funds may be advanced from the General Fund for the purpose of making payments as due. Reimbursement requests should be made to the funding agency in an orderly and timely manner.

Section 7: The Finance Officer is directed to report, on a quarterly basis, on the financial status of each Project element in Section 3 and on the total grant/loan revenues received or claimed.

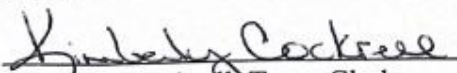
Section 8: The Budget Officer is directed to include a detailed analysis of past and future costs and revenues related to this capital project in every budget submission made to this Board.

Section 9: Copies of this Capital Project Ordinance shall be furnished by the Clerk to the Governing Board, to the Budget Officer, and the Finance Officer for direction in carrying out this Project.

Duly adopted this 9th day of June, 2025


Craig Allen Tucker, Mayor

Attest:


Kimberly Cockrell, Town Clerk

3. WWTP Project Updates. Commissioner Kimberly Cockrell read aloud a memorandum dated 6/5/25 from Bobby Blowe/Municipal Engineering regarding the WWTP project updates, indicating contract award should occur soon.

H. Mideast Pro – TCC & TAC – Mary Allen. Commissioner Mary Allen indicated she had no update report to offer at this time.

VI. Old Business

A. Water/Sewer Ordinance Enforcement. Town Clerk/Finance Officer Kimberly Cockrell presented the cut-off list in accordance with the Water/Sewer Ordinance #81 - Enforcement section. An update was given on Account #513 which has a high balance due: the tenant has moved but is taking the landlord to court over the leak incident and the resulting billing. FO Kimberly Cockrell explained that as an option for any unpaid account, the balance due can be filed with NC Debt Set Off and said agency can collect a debt owed by a taxpayer by taking it from their state income tax refund or lottery winnings. Commissioner Preston Craddock moved to approve, with Commissioner Willis Williams giving the second. Vote was unanimous. 5 Ayes – 0 Nays.

B. Payment Agreement for 1215 Stewart Street Lot #2. Town Clerk Kimberly Cockrell noted that water service at 1215 Stewart Street Lot #2 was disconnected on June 3, 2025 due to non-payment. An agreement with specified terms for weekly payments was reviewed with and signed by the account holder on May 14, 2025, but only the initial payment was made in full. The account holder has been informed that for water service to be restored, the entire balance due must be paid, plus a \$75 reconnection fee. Commissioner Preston Craddock moved to follow the payment agreement's terms and enforcing that the entire balance due plus the reconnection fee must be paid before water service is restored. Commissioner Rachel Craddock seconded. Upon call for the vote, the motion carried unanimously. 5 Ayes – 0 Nays.

C. Cemetery Ordinance Annual Cleanup. As of this date, no items of non-compliance have been removed from cemetery plots except for cleanup of Christmas décor. Removal of non-compliance items will begin this week and documentation will be made. With discussion by the board weighing whether or not the ordinance language needs to be amended regarding solar lights specifically, the town clerk read aloud that the wording of "*and other similar articles and materials hazardous to lawn mowers*" covers items such as freestanding solar lights not being permitted due to safety reasons. Employee Samuel Lilley explained to Commissioner Mary Allen that some solar lights in the cemetery are more expensive than the economical ones and doing trim work around any of them is difficult to not cause damage unless the light is removed and then replaced in position after the grass is trimmed. Commissioner Kimberly Cockrell described that there are solar lights which can be affixed to a headstone. Discussion recognized that allowing one person to do something different than what is permitted by the ordinance opens the same action to be possibly anticipated by everyone else.

Town Clerk/Commissioner Kimberly Cockrell recommended that the town board and town staff proceed forward enforcing the current ordinance as written, adding that an amendment may be considered at a later date if necessary. Liability language is also in the current ordinance that the town "*is not responsible for lost, stolen or damaged items.*" Commissioner Willis Williams offered that the board expressed earlier during public comment that it would discuss the matter but did not indicate that an ordinance change would occur. A consensus of the board felt with having done the year-long posted public notice that it is time for the cemetery ordinance to be enforced, with current language being followed for the cited reason of safety.

VII. New Business

A. 2025 Election – Notice of Candidacy Filing Period. Town Clerk Kimberly Cockrell announced the filing period for the upcoming municipal elections, starting on July 7 at 8:00 a.m. and closing on July 18 at 12:00 p.m.

B. Julius Patrick – Amended Contract. With regards to Water ORC contracted services, Commissioner Kimberly Cockrell reviewed with the board that the main contract change is in regard to the weekly oversight visit, increasing from 1.5 hours to 3 hours in order to backwash filters and run analysis on individual filters. Commissioner Rachel Craddock moved to approve the amended contract with Julius Patrick for Water ORC services, with a second given by Commissioner Willis Williams. Vote was unanimously carried. 5 Ayes – 0 Nays.

C. Rid-A-Pest Mosquito Control Contract. The fiscal year budget of \$3,000 allows for five (5) spray treatments at a cost of \$600 per application. Service will begin on July 7, 2025 and continue bi-weekly. Commissioner Preston Craddock moved for approval, with a second by Commissioner Willis Williams. Vote was unanimous. 5 Ayes – 0 Nays.

D. Municipal Engineering – Bobby Blowe – Designation for Creator Status within the EBS Portal. FO Kimberly Cockrell reported that she and Commissioner Rachel Craddock attended a recent DEQ meeting at which upcoming changes were discussed concerning contracted engineers not being able to process all reimbursement requests. FO Kimberly Cockrell and Commissioner Rachel Craddock are both authorized EBS Portal representatives for reviewing and signing documents, as well as making payments, and Bobby Blowe/Municipal Engineering is willing to continue in assisting with creating grant project reimbursement documents. Commissioner Willis Williams moved to approve Bobby Blowe as a creator designee to prepare/create reimbursement requests for DEQ/DWI. Commissioner Preston Craddock gave the second. Vote was unanimous. 5 Ayes – 0 Nays.

E. Ordinance #81 Amendment to Raise Water & Sewer Rates Effective 7/1/2025. A fifteen percent (15%) rate increase for water and sewer service has been proposed for the FY 25-26 budget. Commissioner Preston Craddock moved to approve the Water & Sewer rate increases, with a second by Commissioner Willis Williams. Vote was unanimous. 5 Ayes – 0 Nays.

Town of Jamesville
PO BOX 215
JAMESVILLE, NORTH CAROLINA 27846
PHONE (252) 792-5006 FAX (252) 799-4313
Jamesville@embarqmail.com

AMENDMENT TO ORDINANCE #81

The rates for water and sewer usage will have an increase of 15% across the board for flat rate and per 1,000 gallons used effective July 1, 2025. The new rates on July 1, 2025 will be \$54.81 (Water \$26.22 / Sewer \$28.59) for a flat fee. The new rate for per 1,000 gallons will be \$18.51 (Water \$8.71 / Sewer \$9.80).

The Bulk Water rate will be \$9.30 per 1,000 gallons.

Motion made on June 9, 2025 by Commissioner Preston Craddock to accept the above amendment as part of the FY 2025-2026 Budget. Commissioner Willis Williams seconded. Motion unanimously passed. 5 Ayes / 0 Nays.

Craig Tucker Mayor _____ Date

Attested by:

Town Clerk

Date

F. Special Meeting for FY 25-26 Budget Public Hearing, Budget Ordinance Adoption, and Final Budget Amendments. Discussion was held to choose a budget hearing date adhering to a ten-day public notice. A time and date of June 23, 2025 at 6:00 p.m. was agreed upon, with Commissioner Preston Craddock moved to approve the FY 25-26 Budget Ordinance and Final Budget Amendments as presented. A second was given by Commissioner Rachel Craddock. Vote was unanimous. 5 Ayes – 0 Nays.

G. Flag Pole at Town Hall. FO Kimberly Cockrell reported that the flag pole at the town hall is broken. If the board so desires, the current fiscal year has remaining funds that could cover the purchase of a new flag pole kit. An estimate of \$129.79 was provided, followed by discussion to obtain a local quote. Commissioner Preston Craddock moved for approval of a flagpole kit not to exceed \$200. A second was made by Commissioner Rachel Craddock. Upon call for the vote, the motion carried unanimously. 5 Ayes – 0 Nays.

H. LGERS Resolution – Death Benefit. FO Kimberly Cockrell explained the LGERS is providing a death benefit coverage through the state retirement system that will match an

employee's salary up to \$50,000 if an employee passes away while employed with the town. If the Town of Jamesville chooses to participate, the contribution rate would be 0.19% of base salary payroll for an annual cost of \$381.47. For comparison, a broker's quote of \$420 annually covered only up to a \$25,000 benefit. Commissioner Preston Craddock moved for approval, with a second given by Commissioner Willis Williams. Vote was unanimous. 5 Ayes – 0 Nays.

I. Law Enforcement Services. Commissioner Rachel Craddock and Commissioner Preston Craddock both talked with the board about Jamesville experiencing some ongoing problems, particularly during night hours and weekends, and the need for additional law enforcement patrol. Situations cited covered speeding motorcyclists and vehicular traffic, along with users of recreational vehicles. Other situations brought forward addressed several residences that are known for disturbances to surrounding neighbors, as well as problems with animal control. A more visual presence of law enforcement was suggested to discourage speeders, noting that St. Andrews Street has regular occurrences of vehicles going in excess of the posted speed limit causing a potential hazard to any vehicle entering from a side street. A concern expressed was how to have patrol officers be able to enforce current town ordinances when a situation arises, with the board giving a consensus that a discussion be held with the new county sheriff for input.

VIII. Closed Session – Pursuant to NCGS §143-318.11(a)(6) Personnel

Pursuant to NCGS §143-318.11(a)(6) Personnel, Commissioner Preston Craddock moved to go into closed session. Commissioner Mary Allen seconded. The motion carried unanimously. 5 Ayes – 0 Nays. Time was 8:50 p.m.

During closed session, a personnel matter was discussed regarding a former employee requesting unemployment insurance benefits.

Commissioner Preston Craddock moved to go back into regular session, seconded by Commissioner Mary Allen. Vote was unanimous. 5 Ayes – 0 Nays. Time was 8:59 p.m.

After closed session, no motions were made in regular session.

IX. Board Comments – None.

X. Adjourn

Commissioner Mary Allen moved to adjourn at 9:00 p.m., with a second by Commissioner Preston Craddock. The motion unanimously passed. 5 Ayes – 0 Nays.

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