

TOWN OF JAMESVILLE
SPECIAL BOARD MEETING 06/23/2025
MINUTES

The following is an account of the minutes taken at the Special Board Meeting held between 6:00 p.m. & 7:24 p.m. on 06/23/2025 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 6:00 p.m. Commissioner Willis Williams offered the prayer. Staff present: Samuel Lilley and Planning Board Chairperson Delsie Williams.

II. Adopt Agenda

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

- XII. Kubota Repair Invoice
- XIII. Closed Session - Pursuant to NCGS §143-318.11(a)(6) Personnel

III. Public Comment – None.

IV. Public Hearing – FY 25-26 Budget

1. **Open Public Hearing.** Commissioner Kimberly Cockrell moved to open the public hearing @ 6:08 p.m., with Commissioner Preston Craddock giving the second. The vote was unanimous. 5 Ayes – 0 Nays.

2. **Public Comments.** The proposed budget ordinance for FY 25-26 was posted for public notice in accordance to NCGS 159-12 and was made available for public inspection. No public input was given for this budget hearing.

3. **Close Public Hearing.** Commissioner Kimberly Cockrell moved to close the public hearing @ 6:08 p.m., with Commissioner Preston Craddock giving the second. The vote was unanimous. 5 Ayes – 0 Nays.

V. FY 2025-2026 Budget Ordinance

Commissioner Preston Craddock moved to adopt the FY 2025-2026 Budget Ordinance. The second was given by Commissioner Willis Williams. 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	\$320,150.00

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

VI. FY 2024-2025 Final Budget Amendments

Finance Officer Cockrell presented the town board with the final budget amendments for FY 24-25 for the general fund and the water/sewer fund. Hearing no questions or comments, Commissioner Preston Craddock moved for approval for both the general and water/sewer funds, with a second given by Commissioner Willis Williams. The vote carried unanimously. 5 Ayes – 0 Nays.

**Town of Jamesville - General Fund
FY 24-25 Final Budget Amendments
6/23/2025**

	Budget 7/1/24-6/30/25	Final Budget Amendments	Final FY 24-25 Budget
Income			
Ad valorem taxes			
1030111 - 2011 Taxes			
1030112 - 2012 Taxes			
1030113 - 2013 Taxes			
1030114 - 2014 Taxes		55.00	\$55.00
1030115 - 2015 Taxes		55.00	\$55.00
1030116 - 2016 Taxes		55.00	\$55.00
1030117 - 2017 Taxes		60.00	\$60.00
1030118 - 2018 Taxes		490.00	\$490.00
1030119 - 2019 Taxes		560.00	\$560.00
1030120 - 2020 Taxes		520.00	\$520.00
1030121 - 2021 Taxes		670.00	\$670.00
1030122 - 2022 Taxes	1,800.00	-150.00	\$1,650.00
1030123 - 2023 Taxes	2,500.00	1,000.00	\$3,500.00
1030124 - 2024 Taxes	99,534.00	9,566.00	\$109,500.00
1030125 - 2025 Taxes		0.00	\$0.00
1030200 - PENALTIES AND INTEREST	2,600.00	-100.00	\$2,500.00
1031000 - VEHICLE TAX	28,700.00	1,000.00	\$29,700.00
Total Ad valorem taxes	135,534.00	13,781.00	\$149,315.00
Other governmental revenues			
1032900 - INTEREST	6,100.00	-700.00	\$5,400.00
1032901 - CEMETERY INTEREST	3,000.00	-400.00	\$2,600.00
1033104 - COPIES & FAX COLLECTION \$	196.00	0.00	\$196.00
1033200 - CEMETERY LOT SALES	10,800.00	-800.00	\$10,000.00
1033300 - Scrap Metal/Equipment sale	0.00	1,000.00	\$1,000.00
1034603 - SALE OF ASSETS	16,000.00	-16,000.00	\$0.00
1036800 - MISCELLANEOUS	0.00	0.00	\$0.00
1037900 - ELECTIONS	0.00	0.00	\$0.00
1038200 - HERRING FESTIVAL REVENUE	32,000.00	-32,000.00	\$0.00
1038400 - FEMA proceeds	0.00	0.00	\$0.00
1038600 - ZONING REVENUE	800.00	-600.00	\$200.00
1039300 - APPROPRIATED FUND BALANCE	26,000.00	759.00	\$26,759.00
Total Other governmental revenues	94,896.00	-48,741.00	\$46,155.00
Other taxes and license			
1036000 - PRIVILEGE LICENSES	30.00	0.00	\$30.00
Total Other taxes and license	30.00	0.00	\$30.00
Restricted intergovernmental			
1032902 - POWELL BILL INTEREST	3,100.00	-200.00	\$2,900.00
1034300 - POWELL BILL REVENUE	15,000.00	3,000.00	\$18,000.00
1036100 - CARES ACT FUNDING	0.00	0.00	\$0.00
1036200 - AMERICAN RESCUE PLAN	0.00	0.00	\$0.00
1036300 - RECREATION	5,285.00	0.00	\$5,285.00
1036400 - STRAP Grant Revenue	166,684.00	0.00	\$166,684.00
Total Restricted intergovernmental	190,069.00	2,800.00	\$192,869.00
Unrestricted intergovernmental			
1033000 - PAYMENT IN LIEU OF TAXES	0.00	3,800.00	\$3,800.00
1034400 - BEER AND WINE EXCISE TAX	1,900.00	-300.00	\$1,600.00
1034401 - ABC REVENUE	2,300.00	-2,000.00	\$300.00
1034600 - LOCAL OPTION SALES TAX	73,000.00	-2,000.00	\$71,000.00
1038701 - SALES TAX REFUND	600.00	300.00	\$900.00
1037700 - FRANCHISE-TELECOM SALES TAX	25,500.00	0.00	\$25,500.00
1037800 - SOLID WASTE DISPOSAL	320.00	-90.00	\$230.00
Total Unrestricted intergovernmental	103,620.00	-290.00	\$103,330.00
Total Income	524,149.00	-32,450.00	\$491,699.00
Expense			
Cemetery			
1040167 - CEMETERY LOT \$ - BUY BACK	0.00		\$0.00
1040168 - CEMETERY EXPENSE	2,000.00	-1,000.00	\$1,000.00
Total Cemetery	2,000.00	-1,000.00	\$1,000.00
GENERAL GOVERNMENT			
1040116 - ADMIN SALARIES	34,500.00	4,000.00	\$38,500.00
1040108 - STATE UNEMPLOYMENT REIMBURSEMENT	300.00	0.00	\$300.00

FY 24-25 Final Budget Amendments 6/23/2025 Page 1 of 2

**Town of Jamesville - General Fund
FY 24-25 Final Budget Amendments
6/23/2025**

	<u>Budget</u>	<u>Final Budget Amendments</u>	<u>Final FY 24-25 Budget</u>
1040109 - FICA MATCH	8,650.00	0.00	\$8,650.00
1040110 - RETIREMENT EXPENSE	14,600.00	500.00	\$15,100.00
1040111 - EMPLOYEE INSURANCE	33,000.00	300.00	\$33,300.00
1040112 - BONUS/LONG/COMMISSIONER PAY	23,525.00	-500.00	\$23,025.00
1040113 - WORKMEN'S COMP	2,000.00	0.00	\$2,000.00
1040117 - AUDIT FEES	7,400.00	0.00	\$7,400.00
1040118 - ATTORNEY FEES	2,000.00	500.00	\$2,500.00
1040124 - OFFICE SUPPLIES	3,500.00	1,000.00	\$4,500.00
1040125 - MATERIAL & SUPPLIES	2,500.00	0.00	\$2,500.00
1040128 - DONATION/MEMORIAL CONTRIBUTIONS	305.00	0.00	\$305.00
1040129 - MISCELLANEOUS	0.00	0.00	\$0.00
1040131 - TRAVEL	1,000.00	0.00	\$1,000.00
1040132 - CHRISTMAS DECORATIONS	2,000.00	-1,000.00	\$1,000.00
1040133 - ELECTRICITY- TOWN HALL	1,300.00	0.00	\$1,300.00
1040134 - TELEPHONE	2,000.00	250.00	\$2,250.00
1040135 - ADVERTISING AND PRINTING	900.00	0.00	\$900.00
1040138 - PARADE EXPENSES	600.00	0.00	\$600.00
1040140 - DUES	3,400.00	600.00	\$4,000.00
1040142 - FIRE DISTRICT TAX	14,000.00	2,000.00	\$16,000.00
1040145 - PROPERTY/LIABILITY INSURANCE	10,000.00	0.00	\$10,000.00
1040148 - BONDS	1,500.00	-1,000.00	\$500.00
1040148 - REPAIRS	3,500.00	1,000.00	\$4,500.00
1040148 - DIESEL FUEL	3,000.00	-1,000.00	\$2,000.00
1040161 - ELECTIONS EXPENSE	3,800.00	-3,800.00	\$0.00
1040162 - TRAINING	1,000.00	0.00	\$1,000.00
1040168 - TAX COLLECTIONS FEES	4,500.00	0.00	\$4,500.00
1040169 - MOSQUITO SPRAYING	0.00	0.00	\$0.00
1040176 - MID EAST COMMISSION SERVICE	0.00	0.00	\$0.00
1040180 - CAPITAL OUTLAY	19,500.00	0.00	\$19,500.00
1040188 - ZONING EXPENSE	5,000.00	-4,000.00	\$1,000.00
1048200 - HERRING FESTIVAL EXPENSE	32,000.00	-32,000.00	\$0.00
1048300 - COVID-19 Pandemic	0.00	0.00	\$0.00
1048400 - AMERICAN RESCUE PLAN EXPENSE	0.00	0.00	\$0.00
1048600 - RECREATION	5,285.00	0.00	\$5,285.00
1048800 - STRAP Grant Expense	166,684.00	0.00	\$166,684.00
Total GENERAL GOVERNMENT	413,249.00	-33,150.00	\$380,099.00
Public Safety			
1043000 - PUBLIC SAFETY/SHERIFF DEPT	9,000.00	2,000.00	\$11,000.00
Total Public Safety	9,000.00	2,000.00	\$11,000.00
Sanitation			
1040115 - SALARIES	54,500.00	1,000.00	\$55,500.00
1047028 - GARBAGE PICKUP	3,600.00	-1,000.00	\$2,600.00
1047027 - DEBRIS REMOVAL (Landfill)	2,800.00	1,000.00	\$3,800.00
1047048 - FUEL	4,500.00	-1,800.00	\$2,700.00
Total Sanitation	65,400.00	-800.00	\$64,600.00
TRANSPORTATION			
1046000 - PS Salaries	13,000.00	-885.00	\$12,115.00
1046001 - FICA Expense	1,000.00	0.00	\$1,000.00
1046048 - STREET REPAIRS	3,000.00	-2,115.00	\$885.00
1046088 - MAPS/SIGNS	500.00	0.00	\$500.00
1048000 - POWELL BILL EXPENSE	0.00	0.00	\$0.00
1046080 - CAPITAL OUTLAY	0.00	0.00	\$0.00
Total TRANSPORTATION	17,500.00	-3,000.00	\$14,500.00
Transportation - streets			
1046038 - STREET LIGHTING	17,000.00	3,500.00	\$20,500.00
Total Transportation - streets	17,000.00	3,500.00	\$20,500.00
Total Expense	524,149.00	-32,450.00	\$491,699.00
Net Income	0.00	0.00	\$0.00
		-32,450.00	491,699.00

Town of Jamesville - Water/Sewer Fund

FY 24-25 Final Budget Amendments 6/23/25

	Budget	Final Budget Amendment	FY 24-25 Final Budget
Ordinary Income/Expense			
Income			
Operating Revenues			
Charges for services			
3037100 · Water & Sewer Charges	\$270,000.00	\$2,000.00	\$272,000.00
3037105 · Bad Debts	\$0.00	\$0.00	\$0.00
Total Charges for services	\$270,000.00	\$2,000.00	\$272,000.00
Other operating revenues			
3032900 · Interest	\$5,000.00	-\$800.00	\$5,000.00
3038700 · Sale of Scrap Metal/Assets	\$3,000.00	-\$3,000.00	\$0.00
3037102 · Water Taps	\$450.00	\$2,250.00	\$2,700.00
3037302 · Sewer Taps	\$0.00	\$0.00	\$0.00
3038000 · Insurance Claim	\$0.00	\$11,402.00	\$11,402.00
3038200 · Operating transfer	\$0.00	\$0.00	\$0.00
3038400 · Sales Tax Refund	\$1,500.00	\$0.00	\$1,500.00
3039300 · Fund Balance Appropriated	\$59,290.00	-\$15,958.00	\$43,332.00
Total Other operating revenues	\$69,840.00	-\$5,906.00	\$63,934.00
Total Operating Revenues	\$339,840.00	-\$3,906.00	\$335,934.00
Total Income	\$339,840.00	-\$3,906.00	\$335,934.00
Expense			
Operating Expenses			
USDA Debt Service			
3071449 · Principle Payment (W)	\$1,709.00	-\$3.00	\$1,706.00
3071450 · Interest Payment (W)	\$313.00	\$0.00	\$313.00
Total Water	\$2,022.00	-\$3.00	\$2,019.00
3071849 · Principle Payment (S)	\$1,709.00	-\$3.00	\$1,706.00
3071850 · Interest Payment (S)	\$313.00	\$0.00	\$313.00
Total Sewer	\$2,022.00	-\$3.00	\$2,019.00
3072000 · Contingency Reserve Fund	\$416.00	\$0.00	\$416.00
Total Contingency Reserve Fund	\$2,438.00	\$0.00	\$416.00
USDA Debt Service	\$4,460.00	-\$6.00	\$4,454.00
Depreciation.			
Water			
3071385 · Depreciation..	\$0.00	\$0.00	\$0.00
Total Water	\$0.00	\$0.00	\$0.00
Total Depreciation.	\$0.00	\$0.00	\$0.00
Insurance			
Sewer			
3071745 · Insurance (S)	\$12,350.00	-\$200.00	\$12,150.00
Total Sewer	\$12,350.00	-\$200.00	\$12,150.00
Water			
3071345 · Insurance (W)	\$12,350.00	-\$200.00	\$12,150.00
Total Water	\$12,350.00	-\$200.00	\$12,150.00
Total Insurance	\$24,700.00	-\$400.00	\$24,300.00

FY 24-25 W/S Final Budget Amendments 6/23/2025 1 of 4

Town of Jamesville - Water/Sewer Fund

FY 24-25 Final Budget Amendments 6/23/25

	Budget	Final Budget Amendment	FY 24-25 Final Budget
Miscellaneous.			
Sewer			
3071796 · Transfer to Reserve..	\$0.00	\$0.00	\$0.00
3071829 · Miscellaneous.	\$0.00	\$0.00	\$0.00
3071890 · Capital Outlay.	\$9,750.00	\$0.00	\$9,750.00
Total Sewer	\$9,750.00	\$0.00	\$9,750.00
Water			
3071429 · Miscellaneous	\$0.00	\$0.00	\$0.00
3071490 · Capital Outlay	\$9,750.00	\$0.00	\$9,750.00
Total Water	\$9,750.00	\$0.00	\$9,750.00
Total Miscellaneous.	\$19,500.00	\$0.00	\$19,500.00
Office Expense			
Sewer			
3071724 · Office Supplies	\$1,000.00	\$1,000.00	\$2,000.00
3071752 · Training.	\$1,000.00	-\$800.00	\$200.00
3071753 · Travel.	\$1,000.00	-\$800.00	\$200.00
3071837 · Advertising	\$1,500.00	\$0.00	\$1,500.00
Total Sewer	\$4,500.00	-\$800.00	\$3,900.00
Water			
3071324 · Office Supplies	\$1,000.00	\$1,000.00	\$2,000.00
3071352 · Training	\$2,000.00	-\$400.00	\$1,600.00
3071353 · Travel	\$2,000.00	-\$1,000.00	\$1,000.00
3071437 · Advertising	\$1,200.00	\$0.00	\$1,200.00
Total Water	\$6,200.00	-\$400.00	\$5,800.00
Total Office Expense	\$10,700.00	-\$1,000.00	\$9,700.00
Permits and fees			
Sewer			
3071741 · Permits/Fees	\$2,750.00	\$0.00	\$2,750.00
Total Sewer	\$2,750.00	\$0.00	\$2,750.00
Water			
3071340 · Dues	\$1,600.00	\$0.00	\$1,600.00
3071341 · Permits & Fees	\$2,740.00	-\$1,000.00	\$1,740.00
Total Water	\$4,340.00	-\$1,000.00	\$3,340.00
Total Permits and fees	\$7,090.00	-\$1,000.00	\$6,090.00

Town of Jamesville - Water/Sewer Fund

FY 24-25 Final Budget Amendments 6/23/25

	Budget	Final Budget Amendment	FY 24-25 Final Budget
Professional Fees			
Sewer			
3071717 · Audit Fees	\$3,800.00	-\$100.00	\$3,700.00
3071818 · Attorney (S)	\$1,000.00	-\$500.00	\$500.00
3071819 · Engineer	\$0.00	\$0.00	\$0.00
Total Sewer	\$4,800.00	-\$600.00	\$4,200.00
Water			
3071317 · Audit Fees	\$3,800.00	-\$100.00	\$3,700.00
3071319 · Engineer	\$0.00	\$0.00	\$0.00
3071418 · Attorney (W)	\$1,000.00	-\$500.00	\$500.00
Total Water	\$4,800.00	-\$600.00	\$4,200.00
Total Professional Fees	\$9,600.00	-\$1,200.00	\$8,400.00
Salaries and Benefits			
Sewer			
3071700 · Sewer Administration (S)	\$44,000.00	\$2,000.00	\$46,000.00
3071710 · Retirement Expense (S)	\$5,500.00	\$300.00	\$5,800.00
3071711 · Employee Insurance (S)	\$13,000.00	\$0.00	\$13,000.00
3071714 · Pension Expense/Revenue (S)	\$0.00	\$0.00	\$0.00
3071716 · Worker's Comp (S)	\$1,000.00	\$0.00	\$1,000.00
3071746 · OPEB Expense (S)	\$1,400.00	\$0.00	\$1,400.00
3071720 · Wastewater Operator (S)	\$0.00	\$0.00	\$0.00
3071750 · Employee Uniforms (S)	\$900.00	\$100.00	\$1,000.00
3071747 · Insurance Exp - GASB 75 (S)	\$0.00	\$0.00	\$0.00
Total Sewer	\$65,800.00	\$2,400.00	\$68,200.00
Water			
3071300 · Water Administration (W)	\$44,000.00	\$2,000.00	\$46,000.00
3071306 · Vacation (W)	\$0.00	\$0.00	\$0.00
3071309 · FICA Match (W)	\$6,700.00	\$0.00	\$6,700.00
3071310 · Retirement Exp (W)	\$5,500.00	\$300.00	\$5,800.00
3071311 · Employee Ins. (W)	\$13,000.00	\$0.00	\$13,000.00
3071312 · Worker's Comp (W)	\$1,000.00	\$0.00	\$1,000.00
3071314 · Pension Expense/Revenue (W)	\$0.00	\$0.00	\$0.00
3071313 · State Unemployment Tax (W)	\$150.00	\$0.00	\$150.00
3071320 · Water Operator (W)	\$0.00	\$0.00	\$0.00
3071350 · Employee Uniforms (W)	\$900.00	\$100.00	\$1,000.00
3071346 · OPEB Expense (W)	\$1,400.00	\$0.00	\$1,400.00
3071347 · Insurance Exp GASB 75 (W)	\$0.00	\$0.00	\$0.00
Total Water	\$72,650.00	\$2,400.00	\$75,050.00
3071715 · Retirement Expense - GASB 68	\$0.00	\$0.00	\$0.00
Total Salaries and Benefits	\$138,450.00	\$4,800.00	\$143,250.00
Sludge Removal			
Sewer			
3071830 · Sludge Removal	\$900.00	-\$300.00	\$600.00
Total Sewer	\$900.00	-\$300.00	\$600.00
Total Sludge Removal	\$900.00	-\$300.00	\$600.00

Town of Jamesville - Water/Sewer Fund

FY 24-25 Final Budget Amendments 6/23/25

	Budget	Final Budget Amendment	FY 24-25 Final Budget
Supplies, materials and repairs			
Sewer			
3071735 · Diesel	\$1,500.00	\$0.00	\$1,500.00
3071823 · Supplies & Materials	\$4,500.00	\$0.00	\$4,500.00
3071828 · Truck Expense	\$1,060.00	\$0.00	\$1,060.00
3071836 · Fuel - Gas	\$2,000.00	\$0.00	\$2,000.00
3071847 · Contract labor	\$0.00	\$0.00	\$0.00
3071848 · Repairs & Maintenance.	\$12,020.00	-\$5,000.00	\$7,020.00
Total Sewer	\$21,080.00	-\$5,000.00	\$16,080.00
Water			
3071423 · Supplies/Materials	\$19,500.00	\$4,000.00	\$23,500.00
3071427 · Meter Boxes and Lids	\$2,000.00	-\$1,000.00	\$1,000.00
3071428 · Truck Expense	\$1,060.00	\$0.00	\$1,060.00
3071435 · Diesel	\$1,500.00	\$0.00	\$1,500.00
3071436 · Fuel - Gasoline	\$2,000.00	\$0.00	\$2,000.00
3071447 · Contract labor	\$13,400.00	\$0.00	\$13,400.00
3071448 · Repairs & Maintenance	\$19,700.00	\$2,000.00	\$21,700.00
Total Water	\$59,160.00	\$5,000.00	\$64,160.00
Total Supplies, materials and repairs	\$80,240.00	\$0.00	\$80,240.00
Utilities			
Sewer			
3071833 · Electricity	\$16,000.00	\$0.00	\$16,000.00
3071834 · Telephone	\$1,800.00	\$500.00	\$2,300.00
Total Sewer	\$17,800.00	\$500.00	\$18,300.00
Water			
3071433 · Electricity	\$11,000.00	-\$3,000.00	\$8,000.00
3071434 · Telephone	\$1,400.00	\$500.00	\$1,900.00
Total Water	\$12,400.00	-\$2,500.00	\$9,900.00
Total Utilities	\$30,200.00	-\$2,000.00	\$28,200.00
Water & Sewer Analysis			
Sewer			
3071839 · Sewer Analysis	\$7,000.00	-\$1,400.00	\$5,600.00
Total Sewer	\$7,000.00	-\$1,400.00	\$5,600.00
Water			
3071439 · Water Analysis	\$7,000.00	-\$1,400.00	\$5,600.00
Total Water	\$7,000.00	-\$1,400.00	\$5,600.00
Total Water & Sewer Analysis	\$14,000.00	-\$2,800.00	\$11,200.00
Total Operating Expenses	\$339,840.00	-\$3,906.00	\$335,934.00
Total Expense	\$339,840.00	-\$3,906.00	\$335,934.00
Net Ordinary Income	\$0.00	\$0.00	\$0.00
Net Income	\$0.00	\$0.00	\$0.00

VII. Vacant Position

Town Clerk Cockrell noted the current vacant position has been advertised on local social media without any cost on this fiscal year, providing not having to do a last-minute bookkeeping entry close-out for budget purposes. After the new fiscal year begins, additional highlighted social media advertisement to reach a broader area is being recommended, which will have an estimated \$3-\$4 daily fee. A consensus agreed to set the deadline date for receiving applications as July 11, 2025 so that applications may be previewed at the regular board meeting July 14, 2025.

VII. Employee 2nd Quarter Comp Time Payout

An inquiry was made regarding when/how comp time is used, with the explanation given that an employee will use accumulated comp time first before vacation time. The only time when comp time is not taken first is when an employee is using sick time (i.e. doctor appointment, feeling unwell). It is difficult due to limited staffing for employees to take off and use accumulated vacation time, as well as comp time. Comp time is, basically, overtime, which has to be paid out as required by state law. Finance Officer Kimberly Cockrell clarified that the town has a personnel policy that accumulated vacation time caps at 240, and in recent years, the town board decided to payout comp time quarterly instead of said hours accumulating. Commissioner Preston Craddock moved for approval of the second quarter comp time pay out for 03/30/25 through 06/21/25. Commissioner Rachel Craddock seconded. The vote carried with 4 Ayes, 0 Nays and 1 Abstain by Clerk/FO Kimberly Cockrell in being a recipient as an employee.

IX. Elected Official Meeting Payout January 1, 2025 through June 10, 2025

Commissioner Preston Craddock moved for approval of Mayor Craig Tucker receiving payment of his meeting fees for January 1 through June 10, 2025, in the amount of \$1,625. Commissioner Willis Williams gave the second. Vote was unanimous. 5 Ayes – 0 Nays.

X. Window Repair

During the Town of Jamesville's regular June board meeting, a resident shared a concern regarding property damage sustained to a window, believed to be caused by a rock thrown by a personal lawnmower. The resident attributed the rock's origin to nearby roadwork performed by town staff, and requested financial assistance for window repair.

Following careful discussion, board members considered the following:

- The town had placed stone material in the roadway to repair a damaged area, but the pathway through which the rock allegedly traveled to the resident's property could not be substantiated.
- The damage involved resident-operated equipment and not town machinery.
- Several commissioners suggested that the rock's path to the resident's yard could not be proven and may have resulted from other causes, such as children moving it from the roadway.
- The board reviewed liability concerns, including the precedent such payment could set and the legal ambiguity around determining fault in the absence of clear evidence.
- No quotes or repair estimates had been submitted at the time of discussion.
- The board acknowledged homeowner's insurance as the standard recourse for such incidents, even if deductibles create financial limitations.

Commissioner Preston Craddock called for the vote, noting that the motion that Commissioner Craddock has made was to not pay for the damages, with Commissioner Kimberly Cockrell giving a second. Upon call for the vote, the motion carried with 4 Ayes and 1 Nay as cast by Commissioner Mary Allen.

Commissioners emphasized that this decision was based on the difficulty of establishing direct causation and the need to apply policies equitably across all residents.

XI. Julius Patrick – Water ORC Contract – 9 months or 1 Year

A contract was presented to the board from Julius Patrick with a description of his work as an independent contractor for ORC services. A decision needs to be made regarding the term length of the contract, whether for nine months or one year. Commissioner Preston moved for the contract term to be one year. The second was given by Commissioner Williams. Vote was unanimously carried. 5 Ayes – 0 Nays.

XII. Kubota Repair

Mitchell Tractor & Equipment Company did the repair on the town's backhoe. The total invoiced cost is \$1,025.09. Commissioner Rachel Craddock moved for approval of payment. The second was given by Commissioner Preston Craddock. Vote was unanimously carried. 5 Ayes – 0 Nays.

XIII. 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 Cockrell seconded. The motion carried unanimously. 5 Ayes – 0 Nays. Time was 6:50 p.m.

During closed session, a personnel matter was discussed regarding termination policies.

Commissioner Preston Craddock moved to go back into regular session, seconded by Commissioner Cockrell. Vote was unanimous. 5 Ayes – 0 Nays. Time was 7:02 p.m.

No motion was necessary after closed session.

XIV. Board Comments

June 25, 2025 Mayors' Meeting – Town of Jamesville Hosting / Date Conflict with Martin County Special Meeting. Commissioner Kimberly Cockrell provided the board with an email received this date at 1:07 p.m. regarding Martin County calling a special meeting for June 25 at 6:00 p.m. regarding opioid feedback. Said special meeting will conflict with the already re-scheduled mayors' quarterly meeting due to another previous conflict with the county holding a special meeting with short notice. During this board session, phone calls were made to reach out to several mayors as well as County Commissioner Joe Ayers for immediate feedback. Afterwards, the board decided to move forward with holding the mayors' quarterly meeting as many plans have already been made twice and out-of-town speakers have been committed.

XV. Adjourn

Commissioner Mary Allen moved to adjourn at 7:24 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