

**TOWN OF JAMESVILLE**  
**MONTHLY BOARD MEETING 02/09/2026**  
**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. & 8:25 p.m. on 02/09/2026 at the Jamesville Town Hall, 1211 Water Street, Jamesville, NC 27846. Virtual meeting attendance was provided for public access through Zoom meeting.

**Attendees**

- Betty Moore Williams – Mayor
- Preston Craddock – Mayor Pro Tem
- Mary Allen – Commissioner
- Kimberly Cockrell – Commissioner
- Rachel Craddock – Commissioner
- Willis Williams – Commissioner [via Zoom]

Minutes Recorder – Kimberly Cockrell, Town Clerk/Finance Officer

**I. Call to Order**

Mayor Betty Williams welcomed everyone in attendance and called the meeting to order at 7:00 p.m. Commissioner Willis Williams offered the prayer. Staff present: Samuel Lilley, as well as Planning Board Chairperson Delsie Williams [via Zoom]. Others in attendance via Zoom were the town’s auditor, Rebekah Barr, CPA, and John Foley/The Enterprise.

**II. Adopt Agenda**

Commissioner Preston Craddock moved for approval of the agenda as presented, with the second given by Commissioner Mary Allen. Vote was unanimous. 5 Ayes – 0 Nays.

**III. Approval of Minutes**

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

- Regular Meeting – December 8, 2025
- Jamesville WWTP Progress Meeting – January 21, 2026
- Jamesville Sanitary Sewer Rehab Meeting – January 21, 2026

**IV. Public Comment – None.**

**V. Reports**

**A. Mayor.**

1. **FY 24-25 Audit Presentation – Rebekah Barr, Auditor.** Joining via Zoom, Auditor Barr reviewed with the Jamesville Board of Commissioners the previous fiscal year’s closing audit report and financial statements. No issues arose during the audit process, with the fiscal year ending in a cash positive net position. As with the previous audit report for FY 23-24, a financial performance indicator statement noted the town’s aging capital assets, which are being addressed. Appreciation of thanks was expressed by the board for the auditor’s detailed report. The public may review a copy upon request at the town’s administrative office.

2. **Mayor’s Report.** Mayor Williams summarized items that were brought forward at the board’s last regular meeting that have been taken care of:

- Trash on Middle Street – pile of debris has been removed off the street.
- Main Street – front property area has been cleared of excessive lawnmower equipment.
- Water Leak Policies – local research was done indicating Jamesville’s ordinances are generally in line with 12-month allowance timeframes for leak adjustments. Martin County only permits one adjustment every two years. Also, the Town of Creswell’s customers are charged monthly for a home insurance plan to cover water leaks with only one adjustment granted within 12 months. As to water leak expenses charged, payment plans are used by several municipalities, reviewed on a case-by-case situation, when a balance due is much greater than a normal month’s use.
- Vogue Towers – a letter was sent indicating that the town board does not support a cell tower location at the Jamesville Athletic Ballpark due to the property’s use and activities.
- Historic District – a luncheon will be held February 26 [rescheduled from February 5 due to weather] regarding Martin County’s interest in establishing a historic district. An update will be provided after said luncheon.
- UNC/NCLM–Essentials of Local Government School – Mayor Williams and Commissioner Preston Craddock are registered for the training seminar to be held February 12-13 in Rocky Mount.

**B. Water/Wastewater Report – Samuel Lilley.**

**C. Public Works Report.**

Lilley reported that there have been five leaks that required the water system to run up to twice a day. No main lines broke during the recent freezing weather. A sewer plant inspection occurred just before the snow storm, with compliance being maintained. However, during the snow storm, clarifiers froze creating issues with the aerators though control measures contained spillage. The RPZ valve at Marco froze as well, even with the heat tape attached. Just before the inspection, Udee Company maintained the belts at the sewer plant. As the cold weather has been harsh, Lilley noted, problems could have been worse. Mayor Williams thanked Lilley and Thomas for working through the extreme cold temperatures.

**D. Finance Officer - Kimberly Cockrell**

1. **Financial Statements – December 2025.** After noting a clerical error in report header titles, Finance Officer Kimberly Cockrell presented and reviewed with board members the January 2026 reports for all town funds.

2. **Budget Amendment.** An amendment is needed to allocate for donations made to Martin County Department of Aging and National First Responders Day. Commissioner Preston Craddock moved to approve General Fund Budget Amendment #4, with the second given by Commissioner Williams. Upon call for the vote, the motion carried unanimously. 5 Ayes – 0 Nays.

**GF BUDGET AMENDMENT #4 -  
2/9/26**

	<u>CREDIT</u>	<u>DEBIT</u>
1039300 Appropriated Fund Balance	\$200.00	
1040128 Donations/Memorial Contributions		\$200.00
	\$200.00	\$200.00

\*\*\* Amendment is needed to allocate for Donations to Dept of Aging & National First Responders Day

3. **Utility Account Adjustment.** An adjustment is being requested to reverse the \$25.00 penalty charge on Account #116, as the account has been approved for a payment schedule concerning a water leak expense. Commissioner Preston Craddock moved for approval, with the second by Commissioner Cockrell. Vote was unanimous. 5 Ayes – 0 Nays.

**E. Mid-East Commission.** Commissioner Rachel Craddock had no update at this time.

**F. Planning Board.** Chairperson Delsie Williams noted that a zoning board meeting will be held on February 23, 2026 at 7:00 p.m.

**G. Water/Sewer Grant Projects.**

1. **WTP Project Updates.** Commissioner Cockrell noted that Municipal Engineering is working on final close out on the WTP grant project. Enviro-Tech is still working on the punch list for completion and sign off.

2. **Sewer Rehab.**

a. **Pre-Construction Meeting Wednesday, February 18, 2026 at 10:00 a.m.**

3. **WWTP Project Updates.**

a. **Pre-Construction Meeting Wednesday, February 18, 2026 at 9:00 a.m.**

Two upcoming meetings will be held regarding the STP and WWTP grant project updates, both at the town hall on February 18, 2026. The State Water Infrastructure Authority is recommending that the Town of Jamesville be awarded 100% grant funding of \$4,802,500 to replace the existing WWTP with a new duplex package WWTP of the same capacity (15,000 gpd). The SWIA will be meeting to finalize grant awards on February 18, 2026.

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

**VI. Old Business**

**A. Water/Sewer Ordinance Enforcement.** Town Clerk/Finance Officer Cockrell presented the cut-off list in accordance with the Water/Sewer Ordinance #81 - Enforcement section. Commissioner Williams moved to approve, with Commissioner Preston Craddock giving the second. Vote was unanimous. 5 Ayes – 0 Nays.

**B. Martin County Historic Society's Presentation on How to Become a Certified Local Government.** An upcoming luncheon will be held February 26 at The Shamrock Restaurant. An earlier date of February 5 had to be rescheduled due to weather. Mayor Williams and Commissioner Rachel Craddock will be attending, with a report to be given at the board's next regular meeting.

**C. 2026 Annual Christmas Party.** Mayor Williams relayed information concerning several local restaurant choices and costs involved, commenting that saving money on the dinner expense is the purpose of researching options. One restaurant had an additional charge for the use of a private room. Catering options were also suggested by board members and will be researched further. Commissioner Cockrell moved to table this matter until the next meeting to bring more information back to the board before choosing a location and date. Commissioner Preston Craddock gave the second. Vote was unanimous. 5 Ayes – 0 Nays.

## **VII. New Business**

**A. RFQ Mowing Service Bids.** Town Clerk/Commissioner Cockrell noted that six sealed bids were timely received for mowing services quotes. Commissioner Preston Craddock moved for approval of a special meeting date of Monday, February 16, 2026 at 6:00 p.m. for review of the bids. Commissioner Williams gave the second. Vote was unanimous. 5 Ayes – 0 Nays. Mayor Williams identified the submitted bids from the following businesses:

- Bryant’s Lawn Care
- Udee Company, LLC
- Tice Lawn & Landscape, LLC
- Phelps Lawn Care & Pressure Washing Services, LLC
- East Carolina Land Services, LLC
- Cuttin’ Time Lawn Care Services, LLC

**B. Johnston Community College – Oral History Program.** Mayor Williams noted that a community college has reached out requesting volunteers to participate in an oral history program as part of the college’s curriculum. Several names were suggested, with the mayor indicating they will be contacted regarding participation and the program’s director informed.

## **VIII. Closed Session – Pursuant to NCGS §143-318.11(a)(5) Acquisition of Real Property Closed Session – Pursuant to NCGS §143-318.11(a)(3) Attorney-Client Privilege**

Pursuant to NCGS §143-318.11(a)(5) Acquisition of Real Property and NCGS §143-318.11(a)(3) Attorney-Client Privilege, Commissioner Preston Craddock moved to go into closed session. Commissioner Cockrell seconded. Vote was unanimous. 5 Ayes – 0 Nays. Time was 8:06 p.m.

During closed session, consideration of a vacant property purchase was discussed, as well as an ongoing livestock violation.

Commissioner Preston Craddock moved to go back into regular session, seconded by Commissioner Cockrell. Vote was unanimous. 5 Ayes – 0 Nays. Time was 8:18 p.m.

No action was taken by the board regarding closed session matters.

## **IX. Board Comments**

Basketball Goals in Streets – Mayor Williams. Mayor Williams reported that the basketball goal located adjacent to Sunset Avenue has been removed, as it had been encouraging play activity on the street and creating conflicts with motorists. Another site noted referred to a basketball goal which has been placed directly on Water Street. Commissioner Allen moved for approval of a letter citing the basketball goal violation being sent to the property owner on Water Street, with a second given by Commissioner Preston Craddock. Vote was unanimous. 5 Ayes – 0 Nays.

Clothing Bin Collection Site on Main Street. Mayor Williams stated that a resident expressed concern about the clothing bin on Main Street becoming an eyesore with donation items being left outside of the collection structure. When bagged items cannot go into the opening, they are placed beside the bin. Persons going through the bags do not always reclose them, and when it rains, items are ruined. In an effort to preserve the donations, the mayor offered to contact the management number and inquire about the pickup schedule and relay the problem of items not being placed inside the receptacle.

**X. Adjourn**

Commissioner Allen moved to adjourn at 8:25 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