

TOWN OF JAMESVILLE
SPECIAL MEETING 02/16/2026
MINUTES

The following is an account of the minutes taken at the Special Meeting held between 6:00 p.m. and 7:06 p.m. on 02/16/2026 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

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 6:00 p.m. Commissioner Willis Williams offered the prayer. Others present: Planning Board Chairperson Delsie Williams.

II. Adopt Agenda

With the noted additions, Commissioner Mary Allen moved for approval of the agenda, with the second given by Commissioner Williams. Vote was unanimous. 5 Ayes – 0 Nays.

- V. March 4, 2026 Quarterly Mayors' Meeting
- VI. Ethics Training by Mid-East Commission

III. Public Comment – None.

IV. RFQ Mowing Bids

Mayor Williams provided board members with a worksheet detailing a comparison summary of the bids submitted. Based upon the eight work scope sites as listed in the bid proposal [excluding the sewer right-of-way], the following bids were submitted [covering a total of 32 mowing cycles]:

- Bryant's Lawn Care - \$96,000
- Udee Company, LLC - \$67,488
- Tice Lawn & Landscape, LLC - \$46,720
- Phelps Lawn Care & Pressure Washing Services, LLC - \$44,160
- East Carolina Land Services, LLC - \$36,896
- Cuttin' Time Lawn Care Services, LLC - \$24,000

For comparison, Finance Officer/Commissioner Kimberly Cockrell pointed out that the current budgeted amount for a third maintenance employee is just under \$60,000 including salary and all benefits. FO Cockrell then stated the difference between accepting the lowest bid for mowing services and the amount budgeted for the third employee could be applied toward costs for other contracted services, such as for another backup operator at the new water plant or for doing other as-needed jobs or services. Commissioner Williams agreed that accepting the lowest bid allows for redirecting funds towards planning for other future purposes. Mayor Williams noted that the

lowest bidder's overall total was due to the cemetery site bid being much lower than the others. In response, Commissioner Rachel Craddock indicated she thought the lowest bid for the cemetery service was quite conservative, though it is what was submitted, but then stated the highest cemetery bid provided of \$1,000 was way too much. Craddock continued by emphasizing it was the responsibility of each bidder to do their due diligence with estimating service costs including covering insurance requirements.

After the board's review of the bid proposals and discussing the town's insurance requirements, Commissioner Williams moved that Cuttin' Time Lawn Care Services be awarded the bid for mowing services, that Cuttin' Time will be asked to sign a contract and to provide proof of insurance with the \$5 million requirement. Commissioner Cockrell amended the motion to include that should Cuttin' Time decline for any reason that the bid would then be awarded to East Carolina Land Services, with Commissioner Williams concurring. Commissioner Cockrell gave the second. Vote was unanimous. 5 Ayes – 0 Nays.

V. March 4, 2026 Quarterly Mayors' Meeting

Mayor Williams announced the next quarterly meeting of the Martin County mayors will be held March 4, 2026 at 6:00 p.m. at the new Bear Grass Town Hall. The meal cost is \$10. Commissioner Preston Craddock moved for approval of the \$10 meal cost covering six people attending. Commissioner Allen gave the second. Vote was unanimous. 5 Ayes – 0 Nays.

VI. Ethics Training by Mid-East Commission

Commissioner Rachel Craddock indicated Mid-East has offered to do an online ethics training course. Dates will be correlated and reported to the board for scheduling a date suitable for all who need to take the course.

VII. Board Comments

Lunch & Learn. Mayor Williams noted an upcoming dutch luncheon being hosted by the Martin County Historical Society, adding they will be holding regular "Lunch & Learn" events.

Essentials of Municipal Government Course. Mayor Williams and Commissioner Preston Craddock both mentioned how beneficial the two-day school course was they attended last week.

Board of Elections Director Kristy Modlin – Retirement. Commissioner Rachel Craddock mentioned the upcoming retirement of Kristy Modlin who has served Martin County as elections director since 2009 and before that working in the finance department for eleven years.

VIII. Adjourn

Commissioner Preston Craddock moved to adjourn at 7:06 p.m., with a second by Commissioner Allen. The motion unanimously passed. 5 Ayes – 0 Nays.

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