

**TOWN OF JAMESVILLE**  
**MONTHLY BOARD MEETING 12/08/2025**  
**MINUTES**

---

The following is an account of the minutes taken at the Regular Monthly Board Meeting held between 7:00 p.m. & 8:32 p.m. on 12/08/2025 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
- Rachel Craddock – Mayor Pro Tem
- Willis Williams – 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. and offered the prayer. Staff present: Planning Board Chairperson Delsie Williams. Samuel Lilley was absent.

**II. Adopt Agenda**

Hearing no additions, Commissioner Preston Craddock moved for approval of the agenda, 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 Willis Williams. Vote was unanimous. 5 Ayes – 0 Nays.

- Jamesville WWTP Progress Meeting – November 19, 2025
- Jamesville Sanitary Sewer Rehab Meeting – November 19, 2025

**IV. Public Comment**

Water Leak – The Friendly Spot. Robin Toppin Campbell spoke on behalf of The Friendly Spot/Jamesville Food Pantry location which had a water leak situation in October. Once the problem was discovered, repairs were made with receipts submitted for documentation. After discussion by the board, Commissioner Williams moved for approval of a credit adjustment on the wastewater billing [-17,000 gallons]. Commissioner Allen gave the second. Vote was unanimous. 5 Ayes – 0 Nays.

Ms. Rosemary Burghdurf – Zoning Questions Regarding Chickens and Trash Nuisance. A question raised by Ms. Burghdurf, a Middle Street resident of three years, inquired about regulations regarding chickens in the city limits, referring to a location on Main Street which removed the chickens temporarily only to have them at the property again. A statement by the town board noted that said matter is being handled by the town attorney.

The second question addressed dealt with an adjacent property that has a large pile of debris at the street which has been present for an extended period of time as well as spilling over onto her property. Commissioner Kimberly Cockrell informed Ms. Burghdurf that the trash violation has been addressed by town staff, that the property owner has been verbally informed the construction

debris needs to be removed by the contractor as it resulted from work performed by a contractor. The Town of Jamesville does not pick up debris under said situation. After board discussion and following the town’s nuisance ordinance, Commissioner Allen moved that an official written letter be sent to the property owner on Middle Street asking that the construction debris be removed, adding that it seems the property owner is not responding to a verbal request. Commissioner Williams gave the second. The vote carried unanimously. 5 Ayes – 0 Nays.

**V. Reports**

**A. Mayor.** Mayor Tucker commented that it hardly feels like four years have gone by since he took office as mayor. Tucker then reflected on accomplishments achieved by the town board during the past four years, highlighting the grants received for a new water system and rehab of the wastewater treatment plant.

**B. Water/Wastewater Report – Samuel Lilley.** No report given.

**C. Public Works Report –** No report given.

**D. Finance Officer - Kimberly Cockrell**

1. **Financial Statements – November 2025.** Finance Officer Kimberly Cockrell presented and reviewed with board members the November 2025 reports for all town funds.

2. **Budget Amendments.** A purchase was needed for Christmas decorations brackets. Commissioner Williams moved for approval, with a second by Commissioner Rachel Craddock. Vote was unanimous. 5 Ayes – 0 Nays.

GF Amendment #3	<u>Credit</u>	<u>Debit</u>
1039300 Appropriated Fund Balance	\$400.00	
1040132 Christmas Decorations	<u>          </u>	\$400.00
	\$400.00	\$400.00

\*\*\* Amendment is needed for brackets for Christmas decorations

**E. Mid-East Commission.** Commissioner Rachel Craddock indicated a productive meeting was held just before Thanksgiving, focusing on the upcoming budget year and audit. At last week’s meeting, several problems were resolved with the end result passing the budget. The annual Christmas meeting held in December had a wonderful turnout with attendees bringing boxed and canned goods for food pantry distribution throughout the five-county region.

**F. Planning Board.** No report or update given.

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

1. **WTP Project Updates.**
2. **Sewer Rehab.**
  - a. **Pre-Construction Meeting Wednesday, December 17, 2025 at 10:00 a.m.**
  - b. **Sanitary Sewer Cleaning & CCTV Inspection.**
3. **WWTP Project Updates.**
  - a. **Pre-Construction Meeting Wednesday, December 17, 2025 at 9:00 a.m.**

Town Clerk/Commissioner Cockrell noted the two upcoming meetings to be held regarding the Sewer Rehab and WWTP grant project updates, both to be held at the town hall on December 17, 2025.

**H. Mideast Pro – TCC & TAC – Mary Allen.** Commissioner Allen stated she was unable to attend the last meeting but has noticed the Holly Springs Road paving project has been completed.

**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 Allen moved to approve, with Commissioner Williams giving the second. Vote was unanimous. 5 Ayes – 0 Nays.

**B. County Christmas Parades & Tree Lighting Services.** Board members were encouraged to participate as available in the upcoming local Christmas parades and ceremonies, with several dates and times noted. A schedule of said events was provided.

**VII. New Business**

**A. Oath of Office of Jamesville Town Board Elected Officials.** Town Clerk/Commissioner Cockrell welcomed Martin County's Clerk of Court Amanda Bramble to bestow the oaths of office for the Jamesville Mayor and Town Board of Commissioners. The first oath of office administered was to Betty Moore Williams as mayor-elect, and then the oath of office was taken simultaneously by the following persons elected to serve on the town board: Mary Allen, Kimberly Cockrell, Preston Craddock, Rachel Craddock and Willis Williams. A gratuity of appreciation was presented to Bramble for her assistance with the oaths.

Before taking the mayor's oath of office, Ms. Williams recited Proverbs 3:6 and gave a heartfelt statement of faith with offering to serve Jamesville's board members and residents, saying that the community's needs are many. With describing her life's paths that led to becoming a Jamesville resident, highlights of Ms. Williams' speech recognized her church family where she serves as pianist, of bringing almost twenty years municipal experience and willingness to learn how to serve as mayor, as well as thanking friends and family for their encouragement and support during and after the election. Standing by her side holding their father's Bible for the oath of office to be taken upon were Ms. Williams' brother and sister, Robert Moore and Janet Moore, sentimentally sharing that Jamesville was their father's home town.

**B. Resolution of Appreciation for Services.** Commissioner Allen approved the following resolution of appreciation, with a second given by Commissioner Williams. Vote was unanimously carried. 5 Ayes – 0 Nays.

Newly sworn in Mayor Betty Williams presented to the out-going mayor the following *Resolution of Appreciation for the Services of Craig Tucker*:

*"Whereas, Craig Tucker has served this community well for many years as Mayor of the Town of Jamesville; and*

*"Whereas, these years of service have been marked by dedication to the best interest and work of the community as he has worked constantly for the betterment of its economic, cultural and aesthetic development; and*

*"Whereas, the Town of Jamesville has benefitted because of his particular interest and work; and*

*"Whereas, through the performance of his duties and responsibilities as a member of the Town Board, he has made contributions to municipal government in our Town.*

*"NOW, THEREFORE, BE IT RESOLVED that the Town Board for the Town of Jamesville does hereby express our appreciation and thanks, as well as that of our citizens, to CRAIG TUCKER for his service to the community; and*

*“BE IT FURTHER RESOLVED that a copy of this resolution shall be spread upon the pages of this proceeding and a copy shall be presented to CRAIG TUCKER with best wishes for his success.*

*“Adopted by unanimous vote of the Town Board of Commissioners on this 8<sup>th</sup> day of December 2025.”*

*Signed by Betty Moore Williams, Mayor*

*Attested by Kimberly Cockrell, Town Clerk*

**C. Appointment of Mayor Pro-tem.**

With stating that it is a good idea for all members of the board to learn the role and duties of mayor pro-tem, Commissioner Cockrell nominated Commissioner Preston Craddock for mayor pro-tem as he is very knowledgeable and has served the town board well. Another skill noted by Cockrell is that P. Craddock conducts meetings and teaching sessions as part of his employment. A second was given by Commissioner Allen. The motion carried unanimously. 5 Ayes – 0 Nays. Appreciation was expressed by all to Preston Craddock for accepting to serve as mayor pro-tem.

**D. Approved Signers for First National Bank Signature Cards.** Town Clerk/Finance Officer Cockrell informed board members that signature cards need to be updated at First National Bank. Though Mary Allen is the finance commissioner and regularly signs checks along with Cockrell, it was recommended that having all board members authorized gives more flexibility when needing to secure the required second signature should Allen be unavailable. Commissioner Preston Craddock moved that all board members be authorized for check signatures. A second was given by Commissioner Williams. Vote was unanimous. 5 Ayes – 0 Nays.

**E. Vogue Towers Request for Cell Phone Tower.** Commissioner Cockrell reviewed with board members the letter from Vogue Towers of Chattanooga, TN which proposes a wireless carrier cell tower at the Jamesville Ballpark. Said location, property belonging to the Town of Jamesville, is currently being leased by the Jamesville Athletic Association. After discussion, and with acknowledging the need for better wireless signals, a general consensus of safety concerns was expressed by the board that the ballpark location would not be appropriate for a cell tower use and that Vogue Towers should consider other options. Commissioner Preston Craddock moved that the board reach out to Vogue Towers by letter indicating the Town of Jamesville is interested in expanding wireless services in the Jamesville area but that the cited ballpark location is not going to work out for the best interest. Also, if another location [within the town’s zoning district] could be identified as an alternative, the Town of Jamesville might give consideration to that request. Commissioner Rachel Craddock gave the second. Upon call for the vote, the motion carried unanimously. 5 Ayes – 0 Nays.

**F. Water Meter Damage – The Friendly Spot.** With reference to the adjustment request earlier in this agenda, Commissioner Cockrell explained that a plumber who was assisting in the repair did not contact town staff regarding shutting off the water flow at the meter box and had done so himself that Saturday morning. When he went to turn the water back on after doing the repair, damage occurred at the meter box. Town staff was then contacted, with both Neil Lilley and Wayne Thomas providing assistance as the facility had a scheduled event rental use that afternoon. There is, however, a \$100.00 fee per ordinance regulations that is to be charged to the account holder for tampering with a meter to the point that it is broken. After discussion, the board gave a consensus to waive the \$100.00 fee as The Friendly Spot does so much in generous community service to Jamesville’s citizens and the Town of Jamesville. Commissioner Preston Craddock moved that The Friendly Spot not be charged the \$100.00 tamper fee because of how

accommodating they have been to the Town of Jamesville, that the Town will absorb the expense. Commissioner Williams gave the second. Vote was unanimously carried. 5 Ayes – 0 Nays.

**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 8:08 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 8:24 p.m.

**IX. Board Comments**

“Thank You” Comments - Mayor Williams. Appreciation was expressed by Mayor Williams to the board members for welcoming everyone who came to support her taking the mayor’s oath of office and taking a sentimental moment to express personal hopes in serving as mayor. Appreciation was also expressed by Williams to the board members for their willingness to serve another four-year term, being grateful to be a part of a wonderful town board!

Christmas Party & Jamesville Parade. Everyone agreed they had a wonderful time at the town’s Christmas party held at The Shamrock on December 1. Comments were made about Jamesville’s Christmas parade on December 6 as being well attended with a great turn out for participants, that the end of the line was just beginning to proceed on Main Street when the first ones had completed the parade course. A traffic problem did occur between the elementary school staging area and NERSBA when early participants began to leave before the parade lineup had completed the course.

**X. Adjourn**

Commissioner Allen moved to adjourn at 8:32 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